

*2000-2001*  
*1/17/01 (2nd 2.2.01)*

**REVISED  
CONSTITUTION  
OF  
MARKEZ-EL-ISLAM DE LA RIVE-SUD  
(MARKAZ-EL-ISLAM OF THE SOUTH SHORE)**

**REVISED - SEPTEMBER 1995**

**AS  
RATIFIED AT THE GENERAL BODY MEETING OF  
NOVEMBER 1995**

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## **ARTICLE I GENERAL PROVISIONS**

In these rules and regulations, unless the content indicates otherwise the following words mean

- a) "Markaz" the "Markaz-EI-Islam of South Shore" / "Markaz-EI-Islam de la Rive-Sud"
- b) Shoora "Council" the elected members of the Markaz
- c) "Executive Members" Office bearers of the Markaz
- d) Full Members all members except Associate and corporate members
- e) "Muslim" One who submits to oneness of Allah (SWT) and believes in Prophet Mohammad (PBH) as the last messenger of Allah (SWT).
- f) Board of Governors A body recommended by the present council for a period of five years, ratified by general body
- g) Sharia Committee An independent body of Scholars responsible for giving opinions on various religious, economic, cultural and social issues
- h) "Constitution" the constitution of the "Markaz"
- i) "Member" Include both genders - he / she
- j) Fiscal year December 31st

## **ARTICLE II NAME**

In accordance with the letter Patent; registered with the Government of Quebec, Ministere des Institutions Financiere et Corporatives, "Markaz-EI-Islam of South Shore" in English and "L'Markaz-EI-Islam de la Rive-Sud" in French, hereafter referred to as "MIRS".

## **ARTICLE III AIMS AND OBJECTIVES**

The aims and objectives of the Markaz shall be:

- 1) To develop and promote religious, educational, social, economic and cultural activities in accordance with the Quran and the Sunnah.
- 2) To promote unity, brotherhood and co-operation among Muslims.
- 3) To make Islam better understood as a complete way of life, based on the Quran and the Sunnah.
- 4) To help and encourage Muslims from various countries to integrate into the larger Quebec society.
- 5) To promote Islamic Dawa with a spirit of goodwill and friendship between Muslims and followers of other faith.
- 6) To erect a "mosque" and a community centre as defined under Article IV.
- 7) To establish a trust fund to finance various activities and services, defined under Article IV paragraphs 1 to 3 of the constitution.

**ARTICLE V**  
(Continued)

**2) Membership categories**

- a) Single membership: An individual who is single, never been married, divorced, widow(er), with no children.
- b) Family membership: Consists of wife / husband and minor children i.e.: under the age of eighteen years. Children in this category shall not be entitled to vote.
- c) Student membership: Person who is attending full time school, college or university.
- d) Senior: Person who has attained age 65.
- e) Corporate membership: Any corporation, profit or non-profit organization, shall be eligible for corporate membership.
- f) Life membership: An individual shall be entitled to honorary life membership by making a voluntary contribution, as referred to in Section 6 (a) of this Article.
- g) Patron membership: An individual shall be eligible to become an honorary patron of the Markaz by making a voluntary contribution, as referred to in Section 6 (b) of this Article.

**3) Application for membership**

Written application for membership can be made in prescribed form to the council.

**4) Membership approval**

Membership shall be approved by the secretary and / or president of the council, upon receipt of application. Membership shall be approved by the council on a receipt of membership fees as described in Section 7 of this Article.

**5) Membership dues**

All members of the Markaz shall be required to pay annual membership dues as follows:

- a) Single membership: \$15.00 per fiscal year of the Markaz or part thereof.
- b) Family membership: \$35.00 per fiscal year of the Markaz or part thereof.
- c) Student & Senior membership: \$10.00 per fiscal year of the Markaz or part thereof.
- d) Corporate membership: \$200.00 per fiscal year of the Markaz or part thereof.

## **ARTICLE VI RIGHTS AND OBLIGATIONS OF MEMBERS**

### **Section 1**

Every member of the Markaz is obliged to abide by the aims and objectives of the Markaz and actively work to promote its activities.

### **Section 2**

Right to Vote: Shall be restricted to full members. A full member, in order to be entitled to the right to vote, must keep the membership active and in good standing for at least one year. (See Article V).

### **Section 3**

Right to hold office of the council: Shall be restricted to full members. A full member, in order to hold office of the council must keep the membership active and in good standing for at least one year and shall adhere to procedures described in Article X of the constitution.

### **Section 4**

Associate and corporate member shall not be entitled to hold any position in council office, or vote in general election.

### **Section 5**

Right to nominate: A full member shall have the right to nominate any full member of the Markaz for the election to the council.

### **Section 6**

Membership in other association, society or organization: A member of the Markaz may continue or acquire membership, or an office in any other association, society or organization.

### **Section 7**

Rights to participate in sub-committees: A member shall have the right to participate in the sub-committees or functional committees with the exception of election committee, appointed / approved by the council, as described in Article X, Section (1).

### **Section 8**

Only the council shall authorize a member to make official representation to the Government, its agencies and community group. Members shall have no right to identify themselves as representatives without the approval of the council.

### **Section 9**

All members visiting the mosque (Prayer Hall) must be dressed modestly, reflecting Islamic values.

**ARTICLE VII**  
(Continued)

**Section 2**

**Duties, functions and responsibilities of the executive members**

1. **The President: (continued)**
  - c) shall be responsible for all the activities and the management of the Markaz.
  - d) while acting as the President, shall be entitled to cast usual vote as a member, but shall  
be privileged to an additional casting vote in the event of a tie.
  - e) shall have the absolute power to expel any council member causing disturbance during the meeting.
  
2. **Vice-President**
  - a) The vice-president shall assist the president in discharging office duties and shall be responsible to look over the activities assigned to various committees.
  - b) In the absence of the president of the Markaz, the vice-president shall be vested with all powers and duties of the president.
  
3. **Secretary general**
  - a) The secretary general shall be the chief executive officer of the Markaz and shall be responsible to execute the administrative, social and cultural policies adopted by the council within the framework of Article III.
  - b) in addition, the secretary general shall be responsible:
    - i) to maintain the records of the Markaz
    - ii) to call meetings of the council and general body
    - iii) to carry on correspondence for and on behalf of the Markaz
    - iv) to record the minutes of the meetings
    - v) to appoint or delegate certain functions to other council members in the performance of the duties.

**ARTICLE VII**  
(Continued)

**Section 3**

**Powers and functions of the (Shoora) Council**

- b) The council shall not overrule the decision taken by the general body, as long as it does not contravene with the provisions of the constitution.
- c) To appoint committees, sub-committees, or advisory committees for any specific purpose, or delegate its power as it may feel necessary to any sub-committee or member.
- d) Recommend for approval by general body names of Governors as per Article VIII.
- e) Authorize the opening of bank accounts for the Markaz, and provide for its operation in a manner deemed necessary.
- f) Prepare and approve the annual report and financial statements for presentation before the annual general body meeting.
- g) Enter into agreements with any government, semi-government or private bodies, institution or person for the benefits of the Markaz.
- h) Determine from time to time the amount of admission fee, if any, and the membership dues of each category.

**Section 4**

**Dismissal from Office**

A council member who remains absent for three consecutive council meetings without any valid reason communicated to the council prior to the meetings, shall automatically forfeit the right of being a member of the council.

**ARTICLE VIII**  
(Continued)

**Expansion Plan**

- The Board shall assume absolute power to plan and execute the expansion project.
- The Board shall act as trustees to manage the fund raised for this purpose.
- The Board shall insure that the funds are vested exclusively for expansion of Markaz as approve by the general body.
- The Board shall maintain a separate bank account for this purpose.
- The Board shall insure that all disbursements are made by cheque, and signed by at least two Board members.
- The Board shall submit a yearly audited financial statement at the annual General Body of the Markaz along with the progress report on the project.
- The Board shall maintain a monthly record of all receipts and disbursements.
- - The Board shall provide a copy of such receipts and disbursements to the president / secretary/treasurer of the council.

## **ARTICLE X MEETINGS**

### **Section 1**

#### **General body meeting**

1. At the termination of the first fiscal year and every subsequent fiscal year an annual general body meeting shall be held within 90 days of the date of termination of the fiscal year (no later than March 31st) wherein all the members of the Markaz shall be entitled to participate.
2. A general body meeting shall be called during the first half of the term to discuss the general position of the Markaz. The council may convene an additional general body meeting for any special business at any appropriate time during the years, which shall be called as an extraordinary general body meeting.
3. The secretary general shall, on approval of the council, call a general body meeting. The notice of such meeting along with the agenda shall be sent to all members at least fifteen days prior to the meeting.
4. The quorum of general body meeting shall be one third of fellow members at any particular time.
5. If the quorum is not present within two consecutive delays of 1/2 hour each of the time fixed for the commencement of a general body meeting, it shall stand adjourned. The meeting can be reconvened by the presiding officer within ten minutes of adjournment. No quorum shall be necessary for conducting the business after the adjourned meeting.
6. The chairperson of any general body meeting shall have the power to expel member(s) causing disturbances during the meeting.
7. The following business shall be conducted during the general body meetings:
  - a) Submission and approval of the annual report, and the auditors report on the financial statements of the Markaz.
  - b) Discussion on general business of the Markaz and on any other matter brought forward by its members.
  - c) Appointment of the external auditor for the next year.
  - d) Election of the council of the Markaz and internal auditor.
  - e) Amendments to the constitution or by-laws. Request for such amendments by fellow members shall be received by the council at least seven days prior to the general body meeting.



**ARTICLE XI  
ELECTION PROCEDURES**

1. The council shall appoint the election committee and its chairperson who shall invite for the nomination of candidates. The chairperson shall be appointed from the fellow members and shall not be a member of the council.
2. Members of the election committee will not be eligible to contest for any office / position under that particular election.
3. The election committee shall handle and supervise the entire nomination and election process.
4. The election committee shall be automatically dissolved immediately after the election results are finalized and accepted.
5. The election committee shall ask the fellow members for nominations through letters or newsletter of the Markaz within two weeks of its appointment.
6. Nomination shall be received by the election committee up to forty-eight hours prior to the commencement of the general body meeting.
7. Nomination shall be in writing, and signed by at least two fellow members who have not nominated any other candidates for the same position.
8. The election committee shall verify and ensure:
  - a) The validity of each nomination paper received, through the membership record of the Markaz, which shall be provided by the council.
  - b) That the member(s) have paid their current annual dues.
  - c) The written consent of each candidate.
9. The chairperson of the election committee shall announce the names of the candidates in a general body meeting.
10. Voting shall be by secret ballot, and each voter shall be required to produce the membership card, or any other identification or both, for the purpose of verification to obtain ballot paper and to vote. No proxy shall be allowed.
11. A simple majority shall determine the election of the members to the council of the Markaz.
12. Floor nominations will not be accepted. The vacant positions, if any, shall be assumed by the elected council. The President and Secretary General, under the circumstances, shall have the power to nominate qualified members of the Markaz to assume such vacant positions.

**ARTICLE XIII  
FUTURE AMENDMENTS TO THE CONSTITUTION**

Any amendments can only be made in a General Body Meeting.

A majority vote of 76% of the General Body shall be required.

The required quorum of General Body for the special meeting shall be 67% of the members entitled to vote.