

Adamjee School 80

Minutes of the Meeting

The 2nd meeting of the Convening Committee, Adamjee School 80, was held on August 14, 2003 at the office of Euroasiatic Resources, 28/A, Naya Paltan (2nd floor), V.I.P Road, Dhaka 1000. The meeting started at 7:30 p.m.

Following convening committee members attended the meeting:

Mr. M. Shafiqur Rahman	-	Convener
Mr. Naveed Ahmad	-	Member
Mr. Ashrafuzzaman	-	Member
Mr. Sadr Aldeen	-	Member
Mr. Shabbir Ahmad	-	Member
Mr. Anisuzzaman Khan	-	Member
Mr. Asif Muhammad Sami	-	Member
Mr. Shafiqur Rahman	-	Member

The meeting was presided over by Mr. M. Shafiqur Rahman, Convener, Convening Committee. Following are the details of the discussion:

- 01.** The Convener put forward the agenda as mentioned in the letter dated August 04, 2003. The agenda are as follows:
 - √ **To review/finalize the web page development work.**
 - √ **To review/finalize the draft constitution.**
 - √ **To appoint sub-committee to select/finalize the venue for family get-together.**
 - √ **Miscellaneous.**
- 02.** As Mr. M. Shawkat Husain couldn't attend the meeting hence the status of web page development was not known. Mr. Shafiqur Rahman informed the committee that he had a casual discussion with one of his friends Mr. Rifat Eusufzai (Ranju) who happens to be a web designer regarding web page development. Mr. Rifat showed his willingness and proposed to do the work free of cost. The committee requested Mr. Shafiq to meet Mr. Shawkat along with Mr. Rifat to discuss in details on how to proceed. It was decided that a report on web site development be submitted on the next convening committee meeting to be held on Thursday, September 18, 2003 for review.

- 03.** The draft constitution of the association prepared by the sub-committee placed for review by other committee members. It was agreed and decided to re-write the constitution as per the *Society Act. 1860*. The sub-committee will submit the same on the next convening committee meeting to be held on Thursday, September 18, 2003 for review.
- 04.** The committee members strongly felt that to make the family get-together scheduled on Thursday, December 25, 2003 successful a high powered sub-committee headed by Mr. M. Shafiqur Rahman to be formed. The prime responsibility of the sub-committee will be to select a suitable place/site at Dhaka City and take related matters/measures to make it a success. It was decided that a report on this regard will be submitted on the next convening committee meeting to be held on Thursday, September 18, 2003 for finalization/review. Other members of the committee are:
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| Mr. Ashrafuzzaman | - | Member |
| Mr. Anisuzzaman Khan | - | Member |
| Mr. Asif Muhammad Sami | - | Member |
| Mr. Shabbir Ahmad | - | Member |
| Mr. Sadr Aldeen | - | Member |
| Mr. Shafiqur Rahman | - | Member |
| Mr. Ashfaql Hakim | - | Proposed by Convener |
- 05.** Mr. Ashrafuzzaman emphasized the need of publishing a monthly *News Letter* which will highlight various activities of the committee/association. Mr. Sadr Aldeen seconded the proposal and showed his willingness to assist Mr. Ashrafuzzaman in this regard. The committee advised both the persons to plan accordingly.
- 06.** The committee members decided to meet again on Thursday, September 18, 2003 to review the progress of the works/assignments given to the above sub-committees. Notice for the next meeting will be issued in due course mentioning the venue address and time.
- 07.** The Convener requested Mr. Ashrafuzzaman to read out the matters discussed and decision taken by the committee.
- 08.** All the committee members thanked Mr. Asif Muhammad Sami for heartiest hospitality by allowing to hold meeting at his well-furnished office which was followed by a nice dinner.

In absence of any other matters to discuss the meeting was adjourned at 10 p.m. Members present expressed their gratitude and gave special thanks to the Convener, Mr. M. Shafiqur Rahman for his contribution and relentless efforts to organize the get-together of *Adamjee School 80*.