

Hampshire Mosque, Inc.

"There is a mosque whose foundation was laid from the first day on piety" : Qur'an

Mission Statement.

The mission of Hampshire Mosque is to establish the practice of Islam in the lives of its members, to please Allah (Subhanahu wa ta'ala), through adherence to the teachings of the Qur'an and the methodology of the Sunnah of the prophet Mohammad (peace be upon him). It will provide a place of worship, an Islamic environment for individuals and families, authentic Islamic education, da'wah programs for promoting understanding and propagation of Islam, a source of reference and support system for the community, and develop and implement all such programs within its resources that promote these objectives.

Website: www.HampshireMosque.org

Email: info@HampshireMosque.org

Hampshire Mosque · Amherst, MA 01002 Hampshire Mosque is a religious non-profit corporation registered in the **Commonwealth of Massachusetts**, aimed at providing a space of worship for Muslims in Amherst and the surrounding area.

Bylaws

ARTICLE I

The complete name of the corporation will be:
Hampshire Mosque Inc.

ARTICLE II

The purpose of the corporation is to engage in the following activities:

Section 1

- a. To establish a place of worship for Muslims in Amherst, Massachusetts and the surrounding area;
- b. To encourage Muslims to learn and practice the basic knowledge of Islam;
- c. To contribute individually and collectively to meet the religious needs of Muslims in conformity with Islamic doctrines and beliefs based on the Qur'an and Sunnah;
- d. To provide basic educational activities to the Muslim community;
- e. To provide an environment where respect and sensitivity to Islamic teachings and practice will be observed, without any violations of and/or offensive behaviors to the principles of Islam based on the Qur'an and Sunnah.

Section 2

To promote interfaith dialogue and interaction in order to make the religion of Islam better understood to the larger American society as a religion of tolerance that promotes friendly relations and peaceful coexistence between Muslims and people of other faiths.

Section 3

To carry on any lawful activities which may be carried on by a nonprofit corporation organized under the laws of the commonwealth of Massachusetts whether or not connected to the preceding paragraphs.

ARTICLE III

Membership

Section 1

Members: Membership shall be open to all Muslim students and Muslim residents of the town of Amherst, Hampshire County and surrounding geographic area, who are in full agreement with the aims and objectives of the corporation, attend its religious activities regularly, and abide by the teachings of the Qur'an and Sunnah. The Hampshire Mosque Board shall have the final discretion in applying the above criteria to any person interested in membership.

Section 2

Members are encouraged to volunteer to support the various activities at the mosque and to make donations towards the running and maintaining of the Hampshire Mosque facilities with no obligations on the part of the Mosque.

Section 3

Paid membership: The Hampshire Mosque Board may, at their discretion, at a future time, establish a paid membership to help in meeting its financial obligations and to provide and permit for voting rights for its membership in electing members to the Board of Directors.

ARTICLE IV

Officers of Hampshire Mosque Board

Section 1

The founders of Hampshire Mosque who are listed in the Articles of Organization as submitted to the Secretary of the **Commonwealth of Massachusetts** currently hold the positions at the Hampshire Mosque Board to administrate the Mosque. Procedures for changes to Board composition are outlined in Section 8 of this Article.

Section 2

The Board shall consists of five officers (President, Vice President, Treasurer, Chaplain, and clerk), and two Hampshire Mosque directors. The duties of the officers may be shared as necessary at initiation as well as circumstances dictate. As need arises with the growth of its membership, the Board may, at its discretion, increase Board membership to a total of nine members, including the five officers.

Section 3

The President shall be responsible for the following: to carry out general management, directing and coordinating all activities so as to achieve the purpose of the Mosque as described in Article II; to act as a spokesman, representative, and correspondent for the Mosque in external activities, to certify signatures of new officers to the financial institutions; to help the Clerk prepare the agenda for the Hampshire Mosque Board meetings and to notify the Board members and the General Assembly respectively of it; to Maintain the Mosque registration at the Commonwealth of Massachusetts; and to ensure the Mosque's compliance with all applicable federal and state laws

Section 4

The Vice President shall assume the duties and responsibilities of the President, in vacancy, absence or a disability of the President.

Section 5

The Chaplain shall be responsible to the President for: conducting all acts of congregational Islamic worship such as (daily prayers, Friday prayer, funeral prayer, and Eid prayer); arranging speakers for Friday and Eid prayers, and other Islamic occasions; organizing and overseeing study circles, seminars, lecturers, etc. for members and visitors; chairing the Hampshire Mosque Board meetings when both the President and the Vice-President are absent.

Section 6

The Treasurer shall be responsible to the president for: ensuring the Mosque's adherence to the policies and procedures outlined in the Hampshire Mosque Compliance Policy (see Article VII), including but not limited to the following: maintaining a record of all financial transactions of the Mosque; being responsible for systematic upkeep of books, writing disbursements, receipts, and banking reconciliation; collecting and depositing all the funds received on behalf of the Mosque; countersigning all withdrawal checks on behalf of the Mosque after the approval of the Board; preparing (under the direction of the Hampshire Mosque Board) the annual budget of the Mosque for the next fiscal year, presenting before the Board a quarterly report on the status of the Mosque's financial affairs; providing donors with a written receipt of their individual contributions either: (1) upon request of a donor at any time during the year; or (2) at least once by the end of the calendar year.

Section 7

The Clerk shall be responsible to the president for: assisting the president with administrative matters required for effective operation of the Hampshire Mosque; prepare the agenda for the Hampshire Mosque Board meetings and to notify the Board members and the General Assembly respectively of it; to Maintain the Mosque registration at the Commonwealth of Massachusetts, documenting and maintaining minutes for all Hampshire Mosque Board meetings, including a record of all decisions, establishing and maintaining a membership directory with names, addresses and telephone numbers, and updating the list at least once in a period of six months; maintaining a list of all Hampshire Mosque Board members (and employees if applicable) and their identifying information, and maintaining records containing identifying information for the board members of any subsidiary or affiliate of the Hampshire Mosque should such subsidiary or affiliate ever receive funds from Hampshire Mosque.

Section 8

As the need arises for new Board Members the current Hampshire Mosque Board of directors will be responsible to fill vacant positions and to file an amendment to that effect. Once paid membership is established, a total of nine member Board will be responsible for administering all activities of Hampshire Mosque. Of these, three will be permanent founding members, and six will be elected members. For each year after the first year, two Board members will be elected out of paid members in good standing for one complete year, to serve for a period of three years.

Section 9

The officers of the Board (President, Vice President, Chaplin, Treasurer, and Clerk) will be elected by a simple majority of the Board to serve for a one year term, after which the Hampshire Mosque Board shall elect and appoint officers to serve for the term of the next year.

Section 10

The decision on each and every matter in all Hampshire Mosque Board meetings and discussions shall be reached by consultation and consensus building in a respectful, fair, and lawful Islamic manner that complies with the of Qur'an and Sunnah first, and in case of disagreement by a simple majority of the Board, and by a 2/3rd majority in matters dealing with changes in Constitution and Bylaws.

Section 11

The Hampshire Mosque Board shall meet at least three times annually with the majority of members attending in person.

ARTICLE V Irrevocable Dedication

Section 1

All possessions of the Hampshire Mosque are irrevocably dedicated to charitable purposes, and no part of the net income or assets of the Corporation shall inure to the benefit of any private person or Officers of Hampshire Mosque Board. The Hampshire Mosque Board may hire employees or independent contractors as necessary to maintain the Mosque.

Section 2

All financial transactions such as purchasing, trading, and investing, performed on behalf of Hampshire Mosque with any third -party business have to be approved by the President and the Treasurer as representatives of the Hampshire Mosque Board.

Section 3

There shall be no preference made on the part of Hampshire Mosque or any of its Officers to perform trading (buying and selling) with any third party businesses that have any of Hampshire Mosque Board Officers or members as shareholders or beneficiaries on condition that more convenient and competitive alternatives are available in the market.

Section 4

Reimbursement shall be made for any purchases made on behalf of Hampshire Mosque after their approval as mentioned in (Article V, Section 2) and after submitting the bill of sale or receipts of these transactions to the Treasurer.

Section 5

Hampshire Mosque shall comply with all applicable federal and state laws. In addition, it is the policy of Hampshire Mosque to adhere to all applicable provisions of the U.S. Department of Treasury's Voluntary Best Practices for U.S.-Based Charities.

ARTICLE VI

Dissolution

In case of dissolution of the Corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this Corporation shall be distributed by the Hampshire Mosque Board to an Islamic corporation or corporations organized and operated for charitable purposes and which has established its tax exempt status under Section 501 (c) 3 of the Internal Revenue Code, as amended.

ARTICLE VII

Additional Governing Documents

In addition to these Bylaws, the Hampshire Mosque shall maintain the Hampshire Mosque Compliance Policy which addresses the following three subject areas (at a minimum): (1) Financial Disclosure, Transparency and Accountability; (2) Conflicts of Interest; and (2) Anti-Terrorist Financing. The Compliance Policy shall have the same force and effect as the Hampshire Mosque By-laws, and shall be updated as necessary in accordance with any changes in U.S. law.