



ARAB AMERICAN ENGINEERS & ARCHITECTS ASSOCIATION
www.aaeusa.com

AAEA Board Meeting Minutes Wednesday January 20, 2010 at 6:00 PM

1. Call meeting to order

Meeting was called to order at 6:20 pm at the Lebanese Grill, in Troy, MI

2. AAEA Board Roll Call

Present: President - Maher Abbasi
Secretary – Maria Sedki
Treasurer – Mahmoud El-Gamal
Director – Ghassan Abdelnour
Director – Awni Qaqish
Director – Sermed Saif

Absent: President Elect – Sami Khaldi
Director – Nidal Fakhoury
Director – Sam Bahou

3. General Introductions

Everyone present introduced themselves and what company they represent. A sign-in sheet was also passed around and is attached to these minutes.

4. Approval of Previous Meeting Minutes

The November 18, 2009, meeting minutes were approved.

5. Approval of Current Agenda

The agenda was approved with two items being added to the “All Else”:

1. E-mail Etiquette
2. Web Site

6. Previous Action Items

The Action Items from the previous meeting were discussed. Those that were not completed have been added to this month’s action item list.

7. State Registration

The application and check have been issued to the state to renew our AAEA registration. Awni Qaqish will contact the state to determine the status of the registration.

8. Financial Update

The financial report was submitted by Mahmoud El-Gamal. Wayne State University has not yet submitted the \$1,000.00 Annual Dinner sponsorship. Excluding the Wayne State donation, we have a net worth of \$12,347.00.

Once we receive the state registration, Mahmoud will forward the info to Wayne State University to get their \$1,000.00 donation

A motion was approved to allocate \$2,000.00 from the budget for the 2010 scholarship fund.

9. 2010 Agenda

The 2010 Agenda was discussed at the meeting. Chairs for committees were also picked:

- 2010 Election: Andre Hindo – Chair, Rafat Putrus – Member
- Summer Picnic: Maher Abbasi – Chair, John Saad – Member
- Annual Dinner: Awni Qaqish – Chair, Maria Sedki, John Saad, Raid Hindi – Members
- Student Activities: Najwa Abouhassan – Chair
- Meeting Presenters: President Elect – Chair (Currently Sami Khaldi)
- Monthly Meetings: TBD
- Field Trips: TBD
- PE/EIT Prep: Maher Abbasi will do research on what is available and bring it back to the Board for discussion

Maria Sedki will develop a Calendar for the year and present it at the next meeting.

10. 2010 Elections

The two positions open this year are President-Elect and Secretary. Andre Hindo, as Chair of the Election Committee, will develop a schedule and e-mail it to the Board. The intent is to have the elections in March in accordance with the By-laws.

11. Student Chapter

Najwa Abouhassan has done an excellent job developing the Wayne State University Student Chapter. There are 35 students interested in joining. AAEA has already issued a letter of support. They are currently waiting for the Dean at the school to approve the establishment of the Chapter. The first meeting of the Chapter is scheduled for Friday, January 29, 2010. Members of the AAEA Board should try to attend. The Chapter has already elected its officers. Awni Qaqish will contact Najwa Abouhassan to get their names.

A motion was passed to waive the \$10.00 Student membership fee to all students for the year 2010 to encourage student participation

A motion was passed for a one time only donation of \$250.00 from the general fund to the Wayne State University Student Chapter to assist them in starting up the Chapter on a condition that at the end of the year, the Student Chapter provides a report on how the money was spent.

12. Next Meeting Guest Speaker

Awni Qaqish would like to bring Ken Harp, a financial Advisor, to be the guest speaker at the next meeting. Awni will contact Sami Khaldi to coordinate the event.

13. All Else

a. President Recognition

Ghassan Abdelnour stated that the way the recognition plaque was presented to him at the Annual Dinner was not appropriate and that in the future a more appropriate procedure for the recognition should be developed.

b. E-mail Etiquette

Sermed Saif again reminded everyone that the number of e-mails being sent between Board Members is becoming too much. Please only e-mail everyone when you want an answer from everyone otherwise

limit the recipients to those who need to know. Also, an effort should be made to keep the tone of the e-mails professional since all Board Members are volunteers.

c. Web Site

Awni Qaqish stated that Sermed Saif does not have the time to keep the web-site updated. It would be beneficial to consider paying someone to integrate the web site with the National Association web site and to maintain the site for us.

Awni Qaqish will contact the Wayne State Student Chapter to see if a student would be willing to work on the web site for us for a fee.

14. Public Comment – 3 min max

Question was asked as to how the by-laws can be revised. Awni Qaqish stated that the by-laws can be revised anytime by the Board during a general meeting of the Association.

15. Next Meeting

The next business meetings will be held on Wednesday, February 10, 2010 at 6:00, at the new Sahara (name to be verified) restaurant on 12 Mile Road between Northwestern Freeway and Telegraph. Andre Hindo will coordinate with the restaurant to reserve the event and Awni Qaqish will coordinate with Sami Khaldi to bring in the guest speaker.

16. Action Items

- Sermed Saif to e-mail Awni Qaqish with the address and contact person for De-Cal, National Environmental, Major Cement, and the Artist that was present at the Annual Dinner.
- Sermed Saif to e-mail all members and remind them to pay their 2010 dues.

- Andre Hindo to coordinate with the restaurant to reserve the February 10, 2010 meeting.
- Andre Hindo to develop a schedule for the 2010 elections and e-mail it to the Board.

- Maria Sedki to develop a Calendar for the year and present it at the next meeting.

- Awni Qaqish to issue the "Thank you" letters to the remaining sponsors of the Annual Dinner.
- Awni Qaqish to contact the state to determine the status of the registration.
- Awni Qaqish to contact Najwa Abouhassan to get the names of the Officers of the Wayne State Student Chapter.
- Awni Qaqish to inform the Wayne State Student Chapter of the \$10.00 membership waiver and the \$250.00 donation to their Chapter with the request for a budget report at the end of the year.
- Awni Qaqish to contact the Wayne State Student Chapter to see if a student would be willing to work on the web site for us for a fee.
- Awni Qaqish will coordinate with Sami Khaldi to bring in the guest speaker for the next meeting.

- Once we receive the state registration, Mahmoud El-Gamal to forward the info to Wayne State University to get their \$1,000.00 donation.

- Maher Abbasi will do research on what is available for PE/EIT preparation courses and the cost and present it to the Board for discussion

Business Meeting Adjourned at 7:46 pm

Written By: Maria Sedki, on January 22, 2010



ARAB AMERICAN ENGINEERS & ARCHITECTS ASSOCIATION
www.aaeausa.com

AAEA Board Meeting Minutes Wednesday February 10, 2010 at 6:00 PM

1. Call meeting to order

Meeting was called to order at 6:00 pm at the Al-Ameer Restaurant, in Inkster, MI

2. AAEA Board Roll Call

Present: President - Maher Abbasi
President Elect – Sami Khaldi
Secretary – Maria Sedki
Treasurer – Mahmoud El-Gamal
Director – Ghassan Abdelnour

Absent: Director – Sam Bahou
Director – Nidal Fakhoury
Director – Awni Qaqish
Director – Sermed Saif

3. General Introductions

Everyone present introduced themselves and what company they represent. A sign-in sheet was also passed around and is attached to these minutes.

4. Approval of Previous Meeting Minutes

The January 10, 2010, meeting minutes were approved.

5. Approval of Current Agenda

The agenda was approved.

6. Previous Action Items

The Action Items from the previous meeting were discussed. Those that were not completed have been added to this month's action item list.

7. Standing Committees

The following Standing Committees gave a status of their current progress.

a. Financial Committee

The State Registration has been received and a copy was forwarded to Wayne State University to get their \$1,000.00 donation. The check has not been received yet.

No changes in the organizations finances since last update

Thirteen members have renewed their membership for 2010.

b. Website Committee

Sami Khaldi has agreed to Chair the website committee. He has asked Ameera Kaid to help with the website. She has agreed. She will try to attend the next AAEA meeting. She is also willing to work with any students that we find on the website.

c. Activities Committees

2010 Elections

Nominations are due by end of business day on March 5, 2010. After which, a ballot will be sent out to all members to vote. Only members in good standing that have paid their dues can be nominated. The open positions are:

- President Elect
- Secretary
- 4 – Directors

Members can either forward their ballots in by mail or attend the elections, which will be hold at the next business meeting on March 10, 2010.

Only members in good standing that have paid their 2010 dues can vote in the election. Members have until March 10, 2010, to renew their membership.

Awni Qaqish will be asked to check on the procedure to increase the Directors from 5 to 7.

It was suggested that only members who are committed to the organization and are willing to work and attend meetings should be nominated.

Summer Picnic

It was decided to have the picnic around the last two weeks in July, since Ramadan will start in August this year. Sami Khaldi will reserve a shelter at Hines Park for the Picnic. Maher Abbasi as Chair, will develop the program including food and entertainment and bring it to the Board for approval.

Annual Dinner

Awni Qaqish, Chair, was not present at the meeting. No discussion,

National Outreach Committee

Sermed Saif, Chair, was not present at the meeting. However Maher Abbasi mentioned that he had received an e-mail from the National Committee asking for volunteers to raise funds for the National Committee and to increase membership. Maher Abbasi will forward the e-mail to the Board.

Membership / Recruiting Committee

Not active at this time

Education Committee

Not active at this time

Publication Committee

Not active at this time

Public Relationship Committee

Not active at this time

8. Student Chapter

The Wayne State University (WSU) student chapter held its first meeting on Friday, January 29, 2010. Najwa Abouhassan lead the meeting. They are working on developing a program.

Entesar Mansour is working to establish a Lawrence Tech University (LTU) student chapter as well. She will be contacting Najwa Abouhassan to develop the same program. The Board at the meeting approved the flyer to post at LTU.

9. Next Meeting Guest Speaker

No guest speaker will be invited to the next meeting, since its election night. Sami Khaldi would like to invite the Mayor of Dearborn and Faye Bidon from the Arab American Chamber of Commerce as future guest speakers.

10. All Else

A discussion was held on whether the by-laws allow AAEA to affiliate with other organizations. Awni Qaqish will be asked to verify this.

11. Public Comment – 3 min max

No discussion

15. Next Meeting

The next business meetings will be held on Wednesday, March 10, 2010 at 6:00, at the Farmington Hills Manor in Farmington Hills.

16. Action Items

- Sermed Saif to e-mail all members and remind them to pay their 2010 dues and to remind them that they can't vote without paying their dues.

- Andre Hindo to reserve a room at the Farmington Hills Manor for the March 10, 2010 meeting.
- Andre Hindo to forward the ballot with all the nominees after March 5, 2010, to all members to vote.

- Maria Sedki to develop a Calendar for the year and present it at the next meeting.

- Awni Qaqish to contact Najwa Abouhassan to get the names of the Officers of the Wayne State Student Chapter.
- Awni Qaqish to contact the Wayne State Student Chapter to see if a student would be willing to work on the web site for us for a fee.
- Awni Qaqish will be asked to check on the procedure to increase the Directors from 5 to 7.
- Awni Qaqish will be asked to check if the by-laws allow AAEA to affiliate with other organizations.

- Maher Abbasi to forward the e-mail from the National Committee to all Board Members

Business Meeting Adjourned at 7:20 pm

Written By: Maria Sedki, on February 11, 2010



ARAB AMERICAN
ENGINEERS & ARCHITECTS

AAEA Meeting
Wednesday, February 10, 2010

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Name	Representing	Phone No.	e-mail
Maria Sedki	SDA	248-844-5400	msedki@sda-eng.com
Entesar Mansour		(248) 473-0080	emansour_2000@yahoo.com
Rafat Petrus	RSP Const.	(248) 747-3773	RPIETRUS@comcast.net
Mahmond El-Grand	PSJ		
ATTY ABDELWAN	LAN		
Sami Khaldi	W.C-Permits	734-562-0443	SKhaldi@co.wayne.mi.us
MAHER ABBASI	DWSD	(C) 485-7551 313 964-9804	ABBASI@DWSD.ORG
Sami Rifai	ARCHANIS	965-6436	ARCHANIS
George Reyes	DWSD		
John Saad	City of Detroit		
Andre Hindo	Walsh		
ABDUL-GHANI MEKKAOUJ	JAY DEE CONTRACTORS	(313) 304-2921	AGMEKKAOUJ@ JAYDEECONTR.COM



ARAB AMERICAN ENGINEERS & ARCHITECTS ASSOCIATION
www.aaeausa.com

AAEA Board Meeting Minutes Tuesday March 9, 2010 at 6:00 PM

1. Call meeting to order

Meeting was called to order at 6:30 pm at the Farmington Hills Manor in Farmington Hills, MI, following a Lawrence Technical University Student Chapter kick off meeting

2. AAEA Board Roll Call

Present: President - Maher Abbasi
 President Elect – Sami Khaldi
 Secretary – Maria Sedki
 Treasurer – Mahmoud El-Gamal
 Director – Ghassan Abdelnour
 Director – Nidal Fakhoury
 Director – Awni Qaqish
 Director – Sermed Saif

Excused: Director – Sam Bahou

3. General Introductions

Everyone present introduced themselves and what company they represent. A sign-in sheet was also passed around and is attached to these minutes.

4. Approval of Previous Meeting Minutes

The February, 2010, meeting minutes were approved.

5. Approval of Current Agenda

The agenda was approved.

6. Previous Action Items

The Action Items from the previous meeting were discussed. Those that were not completed have been added to this month's action item list.

7. Elections

The 2010 elections were held. The voting was open until 6:45pm. The Nominees were allowed a few minutes to introduce themselves. The results were tabulated by the Elections Committee chaired by Andre Hindo. The results are as follows:

President Elect:	Awni Qaqish	29 votes
Secretary	Maria Sedki	29 votes

Directors

Ghassan Abdelnour	25 votes
Sermed Saif	25 votes
Sam Bahou	22 votes
Nafa Khalaf	16 votes
Nidal Fakhoury	10 votes
John Saad	9 votes
George Rayes	4 votes

The top four vote getters were elected to the Board of Directors

The revisions to the By-laws were passed with 27 votes

8. Standing Committees

The following Standing Committees gave a status of their current progress.

a. Financial Committee

Due to membership renewals that occurred during the meeting, it is estimated that our current budget is approximately \$14,000.00. An actual budget will be provided at the next meeting. An updated membership list will also be provided at the next meeting.

b. Website Committee

The web site committee is still looking for a young volunteer to work on updating the website and maintaining it. Nidal Fakhoury stated that Haithum Fakhoury would be interested and will have him contact Sami Khaldi.

c. Activities Committees

Summer Picnic

Sami Khaldi found several available shelters at Hines Park for the Picnic. The shelters are available on Sundays in June and July. Sami will choose one shelter and one date and bring it to the Board for approval. The shelter costs \$100.00 to reserve.

Annual Dinner

Awni Qaqish will be meeting with the Farmington Hills Manor staff to discuss availability on a Saturday in the fall and prices. More information will be provided at the next meeting.

National Outreach Committee

Sermed Saif stated that the committee has been meeting once a month via teleconference.

Sub-committees are already being formed. The National Committee requested a volunteer from the Michigan Organization to assist with the financial committee including attending meetings and helping with audits.

The Outreach Committee is on schedule to launch the National Organization by November 11, 2011. This year's meeting will be in Washington D.C. and the 2011 meeting will be in Chicago.

Membership / Recruiting Committee

Not active at this time

Education Committee
Not active at this time

Publication Committee
Not active at this time

Public Relationship Committee
Not active at this time

9. Next Meeting Guest Speaker

Faye Bidon from the Arab American Chamber of Commerce will be the speaker at the next meeting. The meeting is scheduled for April 14, 2010, location to be determined.

The organization is always looking for guest speakers. If members would like to suggest speakers, please forward the information to Sami Khaldi.

8. All Else

No discussion

9. Public Comment – 3 min max

It was again stated that meetings should start on time and end at a reasonable time.

15. Next Meeting

The next business meetings will be held on Wednesday, April 14, 2010 at 6:30, location to be determined.

16. Action Items

- Sermed Saif to e-mail all members and remind them to pay their 2010 dues and to remind them that they can't vote without paying their dues.
- Sermed to e-mail members and remind them of the student scholarship available this year for graduating high school students.
- Maria Sedki to develop a Calendar for the year and present it at the next meeting.
- Awni Qaqish to contact Najwa Abouhassan to get the names of the Officers of the Wayne State Student Chapter.
- Awni Qaqish to contact the Wayne State Student Chapter to see if a student would be willing to work on the web site for us for a fee.
- Mahmoud El-Gammal to provide an updated budget and members roaster at the next meeting.
- Nidal Fakhoury will have Haithum Fakhoury contact Sami Khaldi concerning volunteering to help update and maintain the website,
- Sami Khaldi will choose a shelter at Hines Park and a date for the Picnic and bring it to the Board for approval.

Business Meeting Adjourned at 7:10 pm

Written By: Maria Sedki, on March 10, 2010



Meeting Attendance

Page 1 of 2

Project Name: AAEA Mtg
 Project Number: N/A
 Meeting Location: F.H. Manac

Date: 3/9/10
 Time: 6:00

Name	Representing	Phone	E-Mail
Entesar Mansour		(248) 473-0080	emansour_2000@yahoo.com
Taha Khalaf	LTU	313-478-7654	tkhalaf@mac.com
Mamon Shareef	LTU	(313) 354-6285	mshareef@ltu.edu
IHSAN WAHAB	LTU	313 258-3167	IHSANWAHAB@HOTMAIL.COM
Sami Khaldi	Wc-Permits	734-502-0443	sKhaldi@co.wayne.mi.us
MILLER ABBOSI	DWSD	313 425-7551	ABBOSI@AR.DWSD.COM
Maria Sedki	SDA	248 844 5400	msedki@sda-eng.com
OMAR MANSI	WSU	248 787 2500	EG1011@WAYNE.FOU
Awni QAQISH	TYJT	313 963-0612	AQAQISH@TYJT.COM
Raied Hindi	DCI	313 962 8472	rhindi@DetroitContract.com
Sorred Saif	SDA	248-844-5400	ssaif@sda-eng.com
Rafat Putrus	RSP	248-747-3773	RPUTRUS@CONCAST.NET
ANDRE R. HENDO	Walsh	313-218-0829	ahendo@walshgrp.com
AHMAD ALI	HEI	734-341-7154	ADALI@HENGINEERS.COM
John Saad	City of A/L	313-575 0220	Jsaad@Detroit.mi.gov
Nafaa Khalaf	DET	(3) 962 8472	Nafaa@AOL.COM
ABOUD ATIYEH	SOLE'	734-216-0111	SOLECONS@YAHOO.COM
GHASSAN ABDELHAM	GAC	(248) 752-1249	
WALID ABUL-HAMMAN	Walsh	(313) 873-6600	Wahamman@hotmail.com
Yousef Shamb		(313) 577-1956	D27243@Wayne.edu
Hassam Alnassar	LTU	(313) 213-7714	Alnassarh@hotmail.com
NIDAL F. FAKHOURY	Wc/Testing	(313) 942-2979	nidalfakhoury@hotmail.com



Total 28

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Meeting Attendance

Project Name: AAEA

Project Number: _____

Date: _____

Meeting Location: _____

Time: _____

Name	Representing	Phone	E-Mail
MOHAMMADH.SULEIMAN		(313) 506-3210	msuleiman9@yahoo.com
Mahmoud EL Gamal	PSI		
Mohamad Dia Almasri		(313) 645-9104	malmasri77@hotmail.com
GEORGE RAYES		(313) -833-8428	grayes@dwsd.org
Abdul S. Abbas		(313) 971-3309	abbashams@gmail.com
ABDUL-GHANI MEKKAOU		(313) 304-2921	AGMEKKAOU@JAYDEE CENTR.COM



ARAB AMERICAN ENGINEERS & ARCHITECTS ASSOCIATION
www.aaeausa.com

AAEA Board Meeting Minutes Wednesday, April 14, 2010 at 6:30 PM

1. Call meeting to order

Meeting was called to order at 6:30 pm at the Habib Restaurant in Dearbon, MI.

2. AAEA Board Roll Call

Present: President - Sami Khaldi
 President Elect – Awni Qaqish
 Secretary – Maria Sedki
 Treasurer – Mahmoud El-Gamal
 Director – Maher Abbasi
 Director – Nafa Khalaf
 Director – Sermed Saif

Excused: Director – Ghassan Abdelnour
 Director – Sam Bahou

3. General Introductions

Everyone present introduced themselves and what company they represent. A sign-in sheet was also passed around and is attached to these minutes.

4. Approval of Previous Meeting Minutes

The March 9, 2010, meeting minutes were approved.

5. Approval of Current Agenda

The agenda was approved.

6. Previous Action Items

The Action Items from the previous meeting were discussed. Those that were not completed have been added to this month's action item list.

7. Standing Committees

The following Standing Committees gave a status of their current progress.

a. Financial Committee

The Committee has \$14,300.00 in the bank, of which \$2,000.00 is designated for scholarships. 36 members have already paid their 2010 dues.

Wayne State University has not yet forwarded the \$1,000.00 check from the 2009 Annual Dinner. Awni Qaqish will contact Dr. Uzman to remind him.

b. Website Committee

The web site committee is still looking for a young volunteer to work on updating the website, bringing it to standard, and maintaining it. If anyone knows of a possible candidate, please have them contact Sermed Saif.

A Motion passed to incorporate PayPal into the website to allow members to pay their dues electronically. Sermed Saif and Mahmoud El-Gamal will work together to incorporate it.

A discussion was held on whether the organization should be filing a tax return given that it is a 501(c) Non Profit Organization. Also, are members allowed to claim their annual membership dues and the monthly business dinner on their tax return. Awni Qaqish and Sami Khaldi will research this.

A discussion was also held on whether the Organization should switch from a 501(c) Non Profit Organization to a 501(c)(3) Non Profit Organization. It was decided that once the organization falls under the National organization, we would automatically be a 501(c)(3) Non Profit Organization and therefore, we should wait.

c. Activities Committees

Summer Picnic

Sami Khaldi reserved a shelter at Hines Park for the Picnic for June 13, 2010, for half the price. Maher Abbasi will submit a budget and agenda at the next meeting for Board Approval. Maria Sedki will forward a list of items to include in the budget to Maher for his use. Sermed Saif will e-mail all members notifying them of the date and location of the Picnic.

Annual Dinner

The Annual Dinner is scheduled for Saturday, September 25, 2010, at the Farmington Hills Manor, in Farmington Hills. Any suggestions for speakers should be forwarded to Awni Qaqish.

National Outreach Committee

Sermed Saif stated that the committee has been meeting once a month via teleconference.

Motion was passed to add \$10.00 to the annual membership fee to be passed to the National Committee.

Motion passed to request Board Members, as well as the public, to donate any amount to the October meeting.

The Outreach Committee is on schedule to launch the National Organization by November 11, 2011. This year's meeting will be in Washington D.C. and the 2011 meeting will be in Chicago.

Membership / Recruiting Committee

Not active at this time

Education Committee

Not active at this time

Publication Committee

Not active at this time

Public Relationship Committee
Not active at this time

8. Guest Speaker

Ms. Fay Beydoun, Executive Director of the American Arab Chamber of Commerce was the guest speaker and provided information on the role of AACC.

9. Student Chapter

The Wayne State University Chapter is active. The Lawrence Tech University Chapter has not been established yet. Awni Qaqish to contact Intisar to determine the status of the LTU Chapter.

10. Next Meeting Guest Speaker

Geed Latif will be the speaker at the next meeting. The meeting is scheduled for May 12, 2010, location to be determined.

There will not be a meeting in June, since the picnic is scheduled for June 13, 2010.

The Mayor of Dearborn is scheduled to be the Speaker at the July Board Meeting.

8. All Else

No discussion

9. Public Comment – 3 min max

No discussion.

15. Next Meeting

The next business meetings will be held on Wednesday, May 12, 2010 at 6:00, location to be determined.

16. Action Items

- Sermed Saif to e-mail all members and remind them to pay their 2010 dues.
- Sermed to e-mail members and remind them of the student scholarship available this year for graduating high school students.
- Sermed Saif and Mahmoud El-Gamal will work together to incorporate PayPal into the website to allow members to pay their dues electronically.
- Sermed Saif to e-mail all members notifying them of the date and location of the Picnic

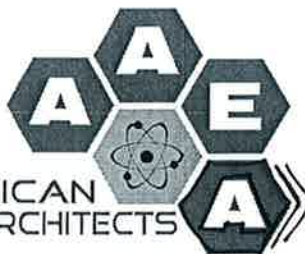
- Awni Qaqish to contact Najwa Abouhassan to get the names of the Officers of the Wayne State Student Chapter.
- Awni Qaqish to contact Dr. Uzman at Wayne State University to remind him of the \$1,000.00 check.
- Awni Qaqish to contact Intisar to determine the status of the Lawrence Tech University Student Chapter.
- Awni Qaqish and Sami Khaldi will research whether the organization should be filing a tax return given that it is a 501(c) Non Profit Organization. Also, are members allowed to claim their annual membership dues and the monthly business dinner on their tax return?

- Nidal Fakhoury will have Haithum Fakhoury contact Sermed Saif concerning volunteering to help update and maintain the website,

- Maher Abbasi will submit the Picnic budget and agenda at the next meeting for Board Approval.
- Maria Sedki will forward a list of items to include in the Picnic budget to Maher.

Business Meeting Adjourned at 8:55 pm

Written By: Maria Sedki, on April 16, 2010



ARAB AMERICAN
ENGINEERS & ARCHITECTS

AAEA Meeting
Wednesday, April 14, 2010

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Name	Representing	Phone No.	e-mail
Maria Sedki	SDA	248.844.5400	msedki@sda-eng.com
AWNI QARISH	TYJT	313.963.0612	AQARISH@TYJT.COM
Mahmoud El-Gamel	PSI	734-564-9849	
Sermed Sait	SDA	248-844-5400	
John Sait	PEDD	313-5750220	
Nafu Khalaf	DCI	920 1635	Nafak@AOL.com
MAHER ABBASI	DWSD	313 485-7551	ABBASI@DWSD.ORG
Saba N. Elias		586 202 0993	siba_nazar@yahoo.com
Rita Gorial		586 436-5855	ritagorial@gmail.com
Walid Abou-Hamdan	WALSH Constr	313-873-6600	wahamdan@walshgroup.com
ABDUL-GHANI TEKKAOU	JAY DEE CONTRACTORS	(734) 591-3400	AGITEKKAOU@JAYDEECONTR.COM
ANDRE R. HINOD	WALSH Constr. Co.	313 218-0829	ahinod@walshgroup.com



ARAB AMERICAN ENGINEERS & ARCHITECTS ASSOCIATION
www.aaeausa.com

AAEA Board Meeting Minutes Wednesday, May 12, 2010 at 6:00 PM

1. Call meeting to order

Meeting was called to order at 6:05 pm at the Farmington Hills Manor in Farmington Hills, MI.

2. AAEA Board Roll Call

Present: President - Sami Khaldi
 President Elect – Awni Qaqish
 Secretary – Maria Sedki
 Treasurer – Mahmoud El-Gamal
 Director – Maher Abbasi
 Director – Ghassan Abdelnour
 Director – Sermed Saif

Excused: Director – Sam Bahou
 Director – Nafa Khalaf

3. General Introductions

Everyone present introduced themselves and what company they represent. A sign-in sheet was also passed around and is attached to these minutes.

4. Approval of Previous Meeting Minutes

The April 14, 2010, meeting minutes were approved.

5. Approval of Current Agenda

The agenda was approved.

6. Previous Action Items

The Action Items from the previous meeting were discussed. Those that were not completed have been added to this month's action item list.

7. Treasurer's Report

The Organization has \$14,340.10 in the bank, of which \$2,000.00 is designated for scholarships. Wayne State University has not yet forwarded the \$1,000.00 check from the 2009 Annual Dinner. Awni Qaqish will contact Dr. Uzman to remind him.

There are currently 36 members who have paid their 2010 dues. A list of previous members was distributed at the meeting. The organization needs to make an effort to contact the previous members and have them re-join. Also, the information on the list is outdated, and needs to be updated.

Mahmoud El-Gamal will re-issue the list with company phone numbers to facilitate contacting the previous members.

Mahmoud El-Gamal with the help of Sami Khaldi and Rafat Putrus will look into a plan for investing the Organization's money.

8. Standing Committees

The following Standing Committees gave an update of their current progress.

a. Website Committee

The National website will not be ready for a month. However, the Organization still needs some volunteers to update the website and get ready for the transition to the National website.

Geed Latif volunteered to help. Also, Sermed Saif will contact Haithum Fackoury to have him help.

b. Activities Committees

Summer Picnic

The Picnic will be at Hines Park on Sunday, June 13, 2010. The event will be catered by Sultan Restaurant.

A motion was passed to charge the same rates as the previous year, which included \$25 per family of 4, \$10.00 per adult, and kids under 5 are free.

Sami Khaldi will verify with Sultan to budget for approximately 60 people. Sami Khaldi and Maher Abbasi will be responsible for the fruit. Andre Hindo will be responsible for the miscellaneous utensils.

Annual Dinner

Motion was passed approving holding the Annual Dinner on Saturday, September 25, 2010, at the Farmington Hills Manor, in Farmington Hills and charging the same as last year which included \$50.00 per ticket and \$25.00 for students. Gold Sponsorship will remain at \$1,000 with table for 10. Silver Sponsorship is \$750 with table for 10. Bronze Sponsorship is \$500 with 5 tickets. As part of the motion, a maximum of \$100.00 will be spent on the speaker's gift.

Motion was passed approving the theme of the event to be transportation in the Metro Detroit Area, possibly focusing on the proposed bridge to Canada. Ghassan Abdelnour suggested "Bridging to Recovery" as the theme.

The Dinner Committee is reviewing options for door gifts. Also, the committee is looking at possible volunteers to MC the event.

Sami and Maher will look into finding photographers to document the event.

We will need to find the speaker soon to develop a pamphlet for the event to distribute to possible sponsors and get commitment from them. We will also need a list of VIP's to invite.

Sami Khaldi and Sermed Saif will look into the cost to develop a booklet to hand out at the event.

The Dinner Committee is having its next meeting on Thursday 5/27/10 at 7:00 am.

National Outreach Committee

The Outreach Committee is on schedule to launch the National Organization by November 11, 2011. This year's meeting will be in Washington D.C. and the 2011 meeting will be in Chicago.

The committee is looking for volunteers. If any one is interested, please contact Sermed Saif.

Membership / Recruiting Committee

Not active at this time

Education Committee

Not active at this time

Publication Committee

Not active at this time

Public Relationship Committee

Not active at this time

9. Student Chapter

The WSU student chapter has been established and officers elected. The LTU student chapter is on hold until the fall.

10. Guest Speaker

Ms. Geed Latif, Cornerstone Environmental Group, LLC was the guest speaker and provided information on Greenhouse Gases Regulations and Standards.

11. Next Meeting Guest Speaker

The Mayor of Dearborn is scheduled to be the Speaker at the July Board Meeting.

7. All Else

No discussion

8. Public Comment – 3 min max

No discussion.

15. Next Meeting

The next business meetings will be held on Sunday, June 13, 2010 at 11:30, just before the picnic.

16. Action Items

- Sermed Saif to e-mail all members and remind them to pay their 2010 dues.
- Sermed to e-mail members and remind them of the student scholarship available this year for graduating high school students.
- Sermed Saif and Mahmoud El-Gamal will work together to incorporate PayPal into the website to allow members to pay their dues electronically.
- Mahmoud El-Gamal will re-issue the list of previous members with company phone numbers to facilitate contacting the previous members and have them re-join the Organization
- Awni Qaqish to contact Dr. Uzman at Wayne State University to remind him of the \$1,000.00 check.

- Mahmoud El-Gamal and Sami Khaldi will research accountants for filing a tax return for the organization. Also, are members allowed to claim their annual membership dues and the monthly business dinner on their tax return?
- Mahmoud El-Gamal with the help of Sami Khaldi and Rafat Putrus will look into a plan for investing the Organization's money.
- Sermed Saif will contact Haithum Fakhoury concerning volunteering to help update and maintain the website.
- Sami Khaldi and Sermed Saif will look into the cost to develop a booklet to hand out at the event.
- Sami Khaldi and Maher Abbasi will look into finding photographers to document the Annual Dinner.

Business Meeting Adjourned at 7:55 pm

Written By: Maria Sedki, on May 13, 2010

Arab American Engineers and Architects

AAEA Board Meeting Minutes
Wednesday July 14th, 2010 at 6:00 P.M.

1. Call meeting to order

Meeting was called to order at 6:00 P.M. at Habiba's Restaurant, Dearborn, MI

2. AAEA Board Roll Call

Present: President –Sami H. Khaldi
Treasurer-Mahmoud El-Gamal
Director-Maher Abasi
Director-Ghassan Abdelnour
Director-Sam Bahou/Andre

Absent Secretary-Maria Sedki
President Elect-Awni Qaqish
Director-Sermed Saif
Director- Nafa Kalf

3. General Introductions

Everyone present introduced themselves and what company they represent. A sign in sheet was also passed around

4. Approval of previous meeting minutes

The June minutes were tabled to be approved in the next meeting

5. Approval of agenda

Agenda approved by Mahmoud and seconded by Ghassan

6. Previous Action Items

Skipped

7. Treasurer's Report

*The organization is registered with state but not with IRS. Needs \$750.00 registration application and \$1500.00 or more legal services.

*Only one applicant applied for the scholarship.

*Discussed contributing money to national. An email should be sent to the board and members to remind them to contribute.

*Andre and Sam will contribute total \$100.00

Motion by Mahmoud to apply for 501-3C status with the IRS and seek legal services with all necessary cost (\$750.00 plus \$1500.00) was moved and seconded by Ghassan. All present voted yeas and no nays

8. Standing Committees

Activities Committee: Summer picnic is done –thanks to all who made it a success

National Outreach Committee: A motion was moved by Mahmoud to send two delegates (the president and another member) and the steering committee member to the National convention in D.C. in October, 2010 with a maximum of \$500.00 from the organization any shortage shall be the responsibility of delegate or his/her company. Seconded by Ghassan. All present voted yeas and no nays.

All other committees were skipped

9. Student Chapter
Skipped

10. All Else
Sami, Dr. Awad from LTU committed to work with us to establish a chapter at the university

Motion by Mahmoud to change the meeting date to the second Tuesday of each month and seconded by Ghassan. All present voted yeas and no nays.

11. Public Comments
Some members do not receive emails. Will let Sermed know to update the email list

12. Next Meeting

Next meeting will be August 10, 2010 and our guest speaker will be Jamie Elsey from ADS Inc. Andre to check the availability of Farmington Hills Manor

13. Action Items
Skipped

14. Guest Speaker: Mayor John O’Riely of City of Dearborn

Business Meeting Adjourned at 6:40 P.M.



ARAB AMERICAN ENGINEERS & ARCHITECTS ASSOCIATION
www.aaeausa.com

AAEA Board Meeting Minutes Tuesday, August 10, 2010 at 6:30 PM

1. Call meeting to order

Meeting was called to order at 6:31 pm at the Farmington Hills Manor in Farmington Hills, MI.

2. AAEA Board Roll Call

Present: President - Sami Khaldi
 Secretary – Maria Sedki
 Treasurer – Mahmoud El-Gamal
 Director – Maher Abbasi
 Director – Ghassan Abdelnour
 Director – Nafa Khalaf
 Director – Sermed Saif

Excused: President Elect – Awni Qaqish
 Director – Sam Bahou

3. General Introductions

Everyone present introduced themselves and what company they represent. A sign-in sheet was also passed around and is attached to these minutes.

4. Approval of Previous Meeting Minutes

The July 14, 2010, meeting minutes were approved.

5. Approval of Current Agenda

The agenda was approved.

6. Previous Action Items

There were no Action Items from the previous meeting.

7. Treasurer's Report

The Organization has \$14,770.24 in the bank, of which \$2,000.00 is designated for scholarships.

AAEA has received only one application for the student scholarship. Sami Khaldi will contact Faye Baydoun to see if she knows of any students that may want to apply for the scholarship.

8. Standing Committees

The following Standing Committees gave an update of their current progress:

a. Annual Dinner

The Annual Dinner will be held at the Farmington Hills Manor, in Farmington Hills on Saturday, September 18, 2010.

Invitations have been sent out to all members and letters have been sent out to possible sponsors. The guest speaker has been confirmed.

A draft program booklet was passed around at the meeting. Maria Sedki and Sermed Saif will work on finalizing the booklet.

Sami Khaldi will confirm the photographer for the event.

Maria Sedki will schedule a rehearsal meeting for the Board Members prior to the dinner.

b. Website Committee

No Change

c. National Outreach Committee

The Board previously authorized \$500.00 for three delegates to attend the National Meeting in Washington DC the week of October 15, 2010. The delegates are Sermed Saif, Sami Khaldi and either Awni Qaqish or Mahmoud El-Gamal. Nafa Khalaf may also attend as an observer.

This will be the 4th annual meeting of the Outreach Committee. The 5th and final meeting will be next year and will launch the National Organization on November 11, 2011.

The Board previously authorized the donation of \$400.00 to the outreach committee. Members are asked to forward their donation to Mahmoud El-Gamal.

d. Membership / Recruiting Committee

Not active at this time

e. Education Committee

Not active at this time

f. Publication Committee

Not active at this time

g. Public Relationship Committee

Not active at this time

9. Student Chapter

Skipped.

10. All Else

The National Student Committee has asked for volunteers to be the communication directors for the Michigan Chapter. Sami Khaldi will contact Najwa Abouhassan or Entesar Mansour to see if they would be interested.

11. Public Comment – 3 min max

No discussion.

12. Next Meeting

The next business meetings will be held on Tuesday, October 12, 2010 at 6:00, at Al-Ameer Restaurant in Inkster.

13. Guest Speaker

To be determined at a later date.

14. Action Items

- Sami Khaldi will contact Faye Baydoun to see if she knows of any students that may want to apply for the scholarship.
- Sami Khaldi will confirm the photographer for the event.
- Maria Sedki and Sermed Saif will work on finalizing the program booklet for the event
- Maria Sedki will schedule a rehearsal meeting for the Board Members prior to the annual dinner.
- Members are asked to donate to the National Outreach Committee. Checks to be forwarded Mahmoud El-Gamal.
- Sami Khaldi will contact Najwa Abouhassan or Entesar Mansour to see if they would be interested in volunteering to be the communication directors for the Michigan Chapter of the National Student Committee

Business Meeting Adjourned at 6:55 pm and was followed by presentation from Advanced Drainage System (ADS).

Written By: Maria Sedki, on August 12, 2010



ARAB AMERICAN
ENGINEERS & ARCHITECTS

**AAEA Meeting
Tuesday, August 10, 2010**

Page 1 of

Name	Representing	Phone No.	e-mail
Maria Sedki	SDA	248.844.5400	msedki@sda-engine
NAFA KHAWF	DCI	'962 8472	Nafakad Aslan
Sami Khaldi	W C Permits	734 502-2443	skhaldi@co.waynemi MI
Mahmond El-Garf	PSI		
HAASAN ABDELWAHEB	GAV	248 752/249	
Sermed Saif	SDA	248 844 5400	
Raied Hindi	DCI	9628472	rhindi@detroit contractor com
ANDRE R HINDO	Walsh Const Co	313-218-0829	ahindo@motmail.com
MAHER ABBASI	DWSD	313-964-9808	ABBASI@DWSD.ORG
CHADY WEHBE	MAPPING Accurate Surveying &	313-506-3160	wchady@hohmarl.com
Fatin Kamash		734-771-7650	F.Kamash@yahoo.com
Mohammed Samer Abbas	UOM	313-492-0347	samer1abbas@gmail.com



ARAB AMERICAN ENGINEERS & ARCHITECTS ASSOCIATION
www.aaeausa.com

AAEA Board Meeting Minutes Tuesday, November 9, 2010 at 6:00 PM

1. Call meeting to order

Meeting was called to order at 6:05 pm at the Al-Ameer Restaurant in Inkster, MI.

2. AAEA Board Roll Call

Present: President - Sami Khaldi
President Elect – Awni Qaqish
Secretary – Maria Sedki
Treasurer – Mahmoud El-Gamal
Director – Maher Abbasi
Director – Ghassan Abdelnour
Director – Sam Bahou
Director – Sermed Saif

Excused: Director – Nafa Khalaf

3. General Introductions

Everyone present introduced themselves and what company they represent. A sign-in sheet was also passed around and is attached to these minutes.

4. Approval of Previous Meeting Minutes

The August 10, 2010, meeting minutes were approved.

5. Approval of Current Agenda

The agenda was approved with the addition of the following under All Else:

- Request to hold a Special Board Meeting

6. Previous Action Items

- Sami Khaldi will contact Faye Baydoun to see if she knows of any students that may want to apply for the scholarship. *(Completed)*
- Sami Khaldi will confirm the photographer for the event. *(Completed)*
- Maria Sedki and Sermed Saif will work on finalizing the program booklet for the event. *(Completed)*
- Maria Sedki will schedule a rehearsal meeting for the Board Members prior to the annual dinner. *(Completed)*
- Members are asked to donate to the National Outreach Committee. Checks to be forwarded to Mahmoud El-Gamal. *(This task was not completed and was added to item 7 of this meeting)*

- Sami Khaldi will contact Najwa Abouhassan or Entesar Mansour to see if they would be interested in volunteering to be the communication directors for the Michigan Chapter of the National Student Committee. *(Not Completed)*.

7. Treasurer's Report

Two handouts were distributed at the meeting. The first shows that the Organization generated \$3,553.66 from the Annual Dinner. This does not include the \$1,000.00 from Wayne State University. A special thanks goes to Andre Hindo for getting Ghafari to donate \$5,000.00 to the event. The annual dinner this year provided a larger net than the previous year.

The Organization currently has \$18,082.14 in the bank.

We currently have 30 paid members. Dues will be due again in January.

The Organization donated \$400.00 to the National Committee to cover Board member donations. Only \$280.00 has been donated from the Board members. We still need \$120.00 to balance.

8. Standing Committees

The following Standing Committees gave an update of their current progress:

a. Annual Dinner

The Annual Dinner was very successful. However, only 77 people attended the dinner. Approximately 220 people attended the dinner the previous year. The rescheduling of the dinner caused some confusion.

Mohammed Alghurabi was an excellent speaker. Sermed Saif will add Mohammed Alghurabi's name to the e-mail list.

Awni Qaqish will send out the "Thank you" letters to all the sponsors.

b. Website Committee

Sermed has found two members that are willing to assist in updating the website.

c. National Outreach Committee

Sami Khaldi and Sermed Saif attended the 5th Annual Conference in Washington DC. Sermed Saif will post information from the 5th Annual National Meeting on the website.

The Steering Committee has asked that each State have one representative. The Board will vote on the representative.

We are still on target to launch the National Organization by November 11, 2011.

Maher Abbasi has volunteered to be our liaison to the Al-Mohandeseen Newsletter.

d. Membership / Recruiting Committee

Sam Bahou, Andre Hindo, and Jamil Jamil volunteered to be on the Committee

e. Education Committee

Not active at this time

f. Publication Committee

Not active at this time

g. Public Relationship Committee

Chady Wehbe volunteered to be on the Committee

9. Student Chapter

LTU is struggling to get started. Entesar Mansour is doing an excellent job attempting to recruit students. Professor Walters is attempting to assist. They so far have two student members. The next step is have elections.

WSU has elected a Board and is slowly moving. AAEA has offered them \$250.00 to start meetings and Awni Qaqish has offered to be one of their first speakers.

10. All Else

Awni Qaqish has requested that the Board convene a Special Meeting as soon as possible to discuss relevant issues. Awni will send out an e-mail to try to schedule the meeting for the week of November 15.

11. Public Comment – 3 min max

Chady Wehbe suggested that the Organization should take advantage of the latest technologies such as Facebook and LinkedIn to recruit new members. There are approximately 2,000 engineers of Arabic origin in Michigan.

12. Next Meeting

The next business meetings will be held on Tuesday, January 11, 2011, location to be determined.

13. Guest Speaker

To be determined at a later date.

14. Action Items

- Sami Khaldi will contact Najwa Abouhassan or Entesar Mansour to see if they would be interested in volunteering to be the communication directors for the Michigan Chapter of the National Student Committee.
- Sermed Saif to add Mohammed Alghurabi's name to the e-mail list
- Awni Qaqish will send out the "Thank you" letters to all the Annual Dinner Sponsors.
- Sermed Saif will post information from the 5th Annual National Meeting on the website.
- The Board will vote to pick a single representative to the National Committee
- Awni will send out an e-mail to try to schedule a Special Board Meeting for the week of November 15.

Business Meeting Adjourned at 6:50 pm and was followed by presentation from Ken Harb at Wells Fargo

Written By: Maria Sedki, on November 11, 2010