



In the Name of Allah, the Compassionate, the Merciful

Constitution of the Islamic Community of Tampa, Inc.

Preamble

We, the Muslims in the Tampa Area, declare the establishment of the Islamic Community of Tampa, Inc., with the Qur'an (the book of Allah, all praises to him) and the Sunnah (the tradition) of Prophet Mohammad (p.b.u.h) as our source of primary guidance. This document shall serve as our organization's Constitution and Articles of Incorporation.

Article I: Name

The name of the organization shall be "The Islamic Community of Tampa", hereinafter referred to alternatively as either the Community or the Organization.

Article II: Nature of the Organization

The Islamic Community of Tampa shall be a nonprofit, religious, cultural, and social organization as contemplated by Islamic tradition, the Florida Non-Profit Corporation Act, and the United States Internal Revenue Service Code, Regulations, and decisions.

Article III: Purpose and Objectives

The purpose of the Islamic Community of Tampa shall be to serve the best interests of Islam and individual Muslims in the Tampa Bay area and to propagate Islamic principles and teachings. This shall include, but not be limited to:

- 1, Helping Muslims in the area to carry out Islamic activities and pursue Islam as a complete way of life.
2. Propagating the unique and great attributes of Islam that include unity, liberty, equality, justice, shura, truthfulness, and peace, all based on piety and belief in the oneness of Allah (God).
3. Preserving the Islamic identity of the Muslim community, especially among the youth and children, by helping them to understand their

duties in life and to protect them from the harmful cultural effects around them.

4. Propagating Islam and promoting co-operation and friendly relations between Muslims and non-Muslims in the area.
5. Enhancing the awareness of all people of the Islamic religion and of Muslim affairs, issues, and concerns locally, nationally, and abroad.
6. Offering assistance to the needy and to Muslim newcomers into the area and helping them to adjust to the new community.
7. Furthering cooperation with other organizations, especially other Islamic centers.

Article IV: Means

Some of the means that will help achieve the objectives shall include:

1. Establishing regular prayers and other religious civilities - such as Congregational and Jum'ah prayers, Eid celebrations, Fasting, Ramadan activities, Collecting and disposing of Zakah, Weddings, Funerals, and other Social activities.
2. Carrying out cultural, educational, and outreach programs - in the form of lectures, seminars, community cultural exchanges, establishing libraries, conducting youth camps, visitations to other religious institutions, churches, schools, prisons, and public places.
3. Providing Islamic literature, information, publications, and news through newsletters, locally available media channels, and other communication means,
4. Developing an Islamic school, educational programs, and other activities such as field trips, weekend and summer camps, recreational programs, and sports.
5. Securing all necessary means for the Women's affairs and programs.
6. Using all means of good planning techniques - such as studying, research, public debates, good programming, and evaluation in



conducting all activities.

Article V: Membership

There shall be two (2) types of membership in the Islamic Community of Tampa, active and associate; and their requirements shall be set forth in the by-laws.

Article VI: Organizational Structure

The organizational structure shall be divided into three bodies: (1) The General Assembly, (2) Majlis Al-Shura, and (3) The Executive Committee whose purposes and functions are provided in the By-Laws.

1. The General Assembly shall be the highest authority of the organization and all its resolutions and decisions made in a constitutionally valid meeting shall be final and mandatory upon the community, its officers, and its members.
2. The Majlis Al-Shura shall be the highest legislative authority in the absence of the General Assembly.
3. The Executive Committee shall hold at least monthly meetings and a majority of Executive Committee members shall constitute a quota. It is responsible for the day-to-day affairs of the community in accordance with the constitution.

Article VII: Other Committees

1. There shall be a Judiciary Committee for conflict resolution, arbitration, and mediation among community members. Its details shall be set forth in the by-laws.
2. There shall be a Women's Committee to organize women's activities and functions.
3. There shall be an Elections Committee. Its function shall be the orderly election of officers and the consideration of referendums by the General Assembly and its duties outlined in the by-laws.
4. There shall be a Finance Committee. Its function and duties shall be outlined in the by-laws.

5. The Executive Committee shall appoint such other committees and assign them such obligations as the Executive Committee may deem proper.

Article VIII: Finances

The organization shall be financed through the following means: (a) Membership dues and contributions, (b) Fund raising projects, (c) Donations consistent with the purpose of the organization and approved by the Executive Committee and Majlis Al-Shura, (d) Islamic Trusts (Waqfs).

Article IX: Voting and Elections

The details and manner for voting in each organizational branch shall comply with the by-laws created for that purpose.

Article X: Amendments

1. Amendments to the Constitution shall be submitted in writing to the President at least one month prior to the next regularly scheduled General Assembly meeting.
2. The President shall transmit the proposed amendment to the Majlis Al-Shura who, by a simple majority, shall pass it recommendations for putting the proposed amendment to a General Assembly vote.
3. All amendments shall require a two-thirds majority vote during a regularly scheduled General Assembly meeting.

Article XI: Dissolution

1. The organization may be voluntarily dissolved by a three-fourths majority of the General Assembly, if such motion is recommended by the Majlis Al-Shura.
2. Prior to the date established for the voluntary dissolution of the organization, the Executive Committee shall pay or make provisions to pay all debts and liabilities.
3. Upon dissolution of the organization, all remaining assets shall be transferred to a nonprofit Islamic organization in North America upon



the trust that it will continue the cultural, educational, scientific, and charitable purposes of this organization and consistent with Section 501(c)(3) of the Internal Revenue Code.

In the Name of Allah, the Compassionate, the Merciful

By-Laws of the Islamic Community of Tampa, Inc.

Article One: Organizational Structure

The organizational structure shall be divided into three bodies: (1) The General Assembly, (2) Majlis Al-Shura, and (3) The Executive Committee.

Section 1: The General Assembly

1. The General Assembly shall consist of all active members who have been registered for at least Twelve (12) months. The General Assembly shall be the highest authority of the organization and all its resolutions and decisions made in a constitutionally valid meeting shall be final and mandatory upon the community, its officers, and its members.

2. The General Assembly shall have the following rights and responsibilities:

(a) It shall meet at least once a year.

(b) A simple majority of the members of the General Assembly shall constitute a quorum for conducting community business. If this majority is not present in the first meeting, then at least one-third shall constitute a quorum for the second meeting, provided that at least a week's notice is given to all active members.

(c) Emergency meetings may be called in accordance with any of the following cases: (i) a written request is submitted to the President by at least 25% of the General Assembly membership or (ii) a request by the Majlis Al-Shura.

(d) A simple majority vote in a valid meeting shall constitute a resolution except in the following cases where a two-thirds majority will be required: (i) any amendment to this constitution; (ii) a vote of no-confidence for any member of the Majlis Al-Shura which shall remove said member from membership in the Majlis Al-Shura.

(e) The General Assembly shall elect between nine (9) and (13) thirteen members of the Majlis Al-Shura, depending upon the needs of

the community as determined by the General Assembly at the suggestion of the Executive Committee.

(f) The General Assembly shall discuss, review, and approve the activities of the Majlis Al-Shura and the annual report submitted by the Executive Committee.

3. The presiding officer of the General Assembly shall be the President of the Majlis Al-Shura. The President shall not vote unless to break a tie in voting. In his conduct of the meeting he shall be neutral on all issues but may suggest that someone address an issue or position not previously discussed in the meeting. The President shall determine whether a member ought to cease a particular discussion or presentation by the member of an immaterial, irrelevant, or scandalous matter.

4. All voting in elections shall be by secret ballot. All other voting shall be done by hands unless voted otherwise. There shall be no proxy voting.

5. The details and manner for elections, voting, and any other matter before the General Assembly shall comply with the by-laws created for that purpose.

Section Two: The Majlis Al-Shura

1. The Majlis Al-Shura shall consist of the nine (9) to (13) members selected by the General Assembly and up to Four (4) members appointed by the nine (9) to (13) members selected by the General Assembly for the purpose of assuring diversity and the presence otherwise unrepresented interests within the community, including, but not limited to gender, age, and ethnicity.

2. The Majlis Al-Shura shall have the following rights and responsibilities:

(a) Shall be the highest legislative authority in the absence of the General Assembly.

(b) Shall elect the President with a two-third majority for a one (1) year term no later than Beginning of Moharam (Higri Year). The quorum electing the President shall be at least two-thirds of the total of Majlis Al-Shura members. If on the first ballot no candidate for President receives a two-thirds majority, a second ballot shall be cast that has only the top two candidates. If no candidate receives a two-thirds majority after the second ballot shall be cast on the same two

candidates. The candidate who receives a simple majority in the third ballot shall be declared the new elected President.

(c) Shall appoint the Imam and any Assistant Imam as may be necessary for a two-year term. The function of the Imam shall be defined from time-to-time in the by-laws.

(d) Shall approve or disapprove polices, plans, programs, and budgets submitted by the Executive Committee and shall otherwise evaluate the activities of the Executive Committee.

(e) Shall meet at least quarterly. The quorum of all meetings shall be more than fifty percent (50%) of the Majlis Al-Shura members.

(f) Shall appoint two persons to serve with the Treasurer in collecting and accounting for all income and revenues.

(f) Emergency meetings may be called upon the written request of the President, a majority of the Majlis Al-Shura, or a majority of the Executive Committee.

Section 3: The Executive Committee

(a) The Executive Committee shall consist of at least Five (5) officers as follows: (i) The President, (ii) The Secretary, (iii) The Treasurer, (iv) The Public Affairs Officer, and One other officer. The functions and duties of the officers will be defined in the by-laws.

(b) The President and members of the Executive Committee shall be elected by the Majlis Al-Shura at a time no later than December 31st of each year to serve terms of one (1) year that commence on January 1st and end on December 31st.

(c) The duties of the Executive Committee officers shall be defined by the Majlis Al-Shura in accordance with this constitution and by-laws established from time to time.

(d) An Executive Committee officer must be a member of the Majlis Al-Shura.

(e) The Executive Committee shall hold Bi Weekly meetings and a (51%) majority of Executive Committee members shall constitute a quota.

(f) The outcome of tie votes shall be determined by the President.

Article Two: Membership

1. Active Membership: shall be open to any resident in the greater Tampa Bay area who fills out the prescribed application form and fulfills the following conditions: (a) abides by the constitution of the



Islamic Community of Tampa, (b) adheres to the Islamic principles and behavior in daily life, (c) pays the membership dues, and (d) is sixteen (16) years of age or older. The application must be endorsed by at least two active members of the community. The application must be approved by the membership committee. Provided, however, if the membership application is rejected, the applicant may appeal to the Majlis Al-Shura within two (2) weeks of the decision.

2. Associate Membership: shall be open to any individual who fills out the necessary form and (a) is interested in acquiring Islamic understanding and knowledge and (b) abides by the rules and regulations of the organization.

3. Upon the recommendation of the Executive Committee, the Majlis Al-Shura shall have the power to dismiss any individual from the membership of the Islamic Community of Tampa who violates any condition of the membership as set forth in the constitution or bylaws.

4. The Executive Committee may determine, within its discretion, that the membership list is a "trade secret" or "confidential" and may decline to provide copies to non-members and may require members receiving copies of the membership list to keep said membership list confidential.

Article Three: Meeting Rules of Order

1. All voting in elections shall be by secret ballot. All other voting shall be done by hands unless voted otherwise. There shall be no proxy voting.

2. Robert's Rules of Order shall apply to all meetings of the General Assembly and Majlis Al-Shura, except when their appear to be contrary to established Islamic principles.

Article Four: Officers

1. The President

(a) Shall perform the functions stated in the Constitution including, but not limited to, chairing the General Assembly.

(b) Shall be responsible for the general supervision of all activities and implementation of the constitution and Majlis Al-Shura resolutions.

(c) Shall be the spokesman for the community.

(d) Shall chair meetings of the Executive Committee.

(e) Shall direct, coordinate, and organize activities of the Executive Committee.

(f) Shall coordinate the activities and relations with Muslim communities and other organizations.

2. The Secretary

(a) Shall maintain a list of Active Members and shall readily make available membership applications.

(b) Shall maintain a copy of the Constitution and by-laws and make copies of them available to all active members.

(c) Shall be responsible for recording the minutes of all E.C, Majlis Al-Shura, and General Assembly meetings and for keeping all records and files.

(d) Shall notify all appropriate members of the Executive Committee, Majlis Al-Shura, and General Assembly meetings .

(e) Shall, after consultation with the President, prepare and distribute the agenda for the Executive Committee, Majlis Al-Shura, and General Assembly meetings.

(f) Shall be responsible for all correspondence.

(g) May enlist the help of others in performing the above-described tasks.

(h) Shall present the periodic and annual reports to the Majlis Al-Shura and the General Assembly.

3. The Treasurer

(a) Shall be responsible for keeping all financial records and files.

(b) Shall prepare all financial statements and budgets.

(c) Shall be responsible for all revenues and expenses.

(d) Shall be responsible for the collection of Zakah and other Sadaqat (charities).

(e) Shall supervise all investments approved by the Majlis Al-Shura.

(f) Shall keep a list of the organization's assets.

4. The Cultural and Educational Affairs Officer

(a) Shall execute all cultural, religious, and educational programs approved by the Majlis Al-Shura. The educational function shall include, but not limited to weekend school, after school programs, or special classes or programs.

- (b) Shall form and supervise the Mosque's Library.
- (c) Shall organize exhibits about Islam, Islamic history and civilization, and the contributions of Muslims.
- (d) Shall supervise publications, literature, newsletters, and be responsible for their distribution.
- (e) Shall be responsible for educational programs addressed to the public school system.

- (f) Shall be in charge of the da'wah and propagation activities among Muslims and members of the larger community.
- (g) Shall help the converts to Islam to adjust to the new deen.

5. The Social and Recreational Affairs Officer

- (a) Shall be responsible for periodic social activities, including dinners, picnics, community events, camps, and entertainments, special events, including Eid, Ramadan, Iftars, Hijrah New Year, Israa' and Mi'raj, and memorials, and community events, including weddings, funerals, and newborns.
- (b) Shall help the new comers to adjust to the area.
- (c) Shall organize committees for social services, including employment, marriage, and assistance in receiving government services.
- (d) Shall organize activities for physical well-being and sports, including both adults and children.
- (e) Shall reach out to young Muslims in solving their social and other problems.

Article Five: The Elections Committee

There shall be an Elections Committee whose function shall be the orderly election of officers and the consideration of referendums by the General Assembly The Elections Committee:

1. Shall be appointed by the Majlis Al-Shura at least four weeks prior to any election.
2. May utilize other members of the community in the elections process.
3. Shall produce a proposed slate of officials balancing the various professions and occupations of the community, considering the various original ethnicities of the members, seeking to accomplish the Islamic

principle of consensus, and providing for membership by all genders.

4. Shall present a proposed slate of officials to the Majlis Al-Shura at least ten (10) days before the time scheduled for an election. Provided, however, that the Majlis Al-Shura may reject a nominee after offering and, if requested, giving the proposed nominee a full and fair face-to-face hearing; thereafter, the Majlis Al-Shura may reconsider its rejection of the nominee.

5. Members running for Majlis Al-Shura must be U.S Citizen or legal Permanent Resident

Article Six: Eligibility for and Retention in Office

1. Any officer may be removed from office by a 2/3's vote of the General Assembly.
2. Any person who (a) has been an active member of the organization for at least one year, (b) practices the pillars of Islam, (c) does not publicly commit or call for any undisputable major sin (kaba'er), (d) does not make a living from a haram source, and (e) agrees in writing to follow appropriate Islamic behavior, democratic procedure, and abide by the constitution, by-laws, and resolutions of the Majlis Al-Shura, shall be eligible for nomination and election to an office in the organization.
3. Any officer, member of the Majlis Al-Shura, or committee member shall be considered to have resigned his office if he fails to perform that office for ninety (90) days. Provided, however, that the Majlis Al-Shura may, for good cause shown in advance, excuse any officer, member of the Majlis Al-Shura, or committee member from the performance of his office for a period of ninety (90) days.
4. The Majlis Al-Shura may remove any member of the Executive Committee by a simple majority, except the President or Imam whose removal shall require a two-thirds majority at a specially called meeting where a quorum must be at least two-thirds of the members of the Majlis Al-Shura.
5. The Majlis Al-Shura may remove any member of Majlis Al-Shura by a two-thirds majority at a specially called meeting where a quorum must be at least two-thirds of the members of the Majlis Al-Shura.

The sole reasons for terminating membership is inappropriate Islamic behavior, moral turpitude, and total disregard of the constitution or resolutions of the Majlis Al-Shura.

6. Majlis Al-Shura Shall replace any (Vacancy) officer no later than 30 days and should never leave any vacancy, at any time.

Article Seven: Committees

1. Judiciary Committee: There shall be a Judiciary Committee for conflict resolution, arbitration, and mediation in the community. The members of the committee shall include the President and the Imam. Subject to the approval of the Executive Committee, each disputant in a particular dispute shall have the right to appoint two additional members to the committee that shall hear the particular dispute. No member of the committee, except the Imam and President, shall serve on the committee. Said committee may also serve to discuss any issue of compelling religious or public nature referred to it by the Majlis Al-Shura; the decision rendered upon the issue of compelling religious or public nature shall be binding.

2. Women's Committee: There shall be a Women's Committee to organize women's activities and functions. The Women's Committee shall consist of all active women members. One or more women from the Majlis Al-Shura shall be elected every two (2) years to lead its activities. The Women's Committee shall elect from among its members a Coordinator and a Secretary. The committee shall organize all women's activities and functions.

3. Finance Committee: There shall be a Finance Committee appointed by the Majlis Al-Shura that shall review and audit all financial records, books, and sources of revenue and expenses of the Islamic community of Tampa, also to help in Fundraising and collecting Zakat.

4. Planning, Facilities and Maintenance Committee: The Majlis Al-Shura shall appoint a committee to work with the Executive Committee. The committee:

- (a) Shall be responsible for all facilities and their maintenance.
- (b) Shall be responsible for providing for the security and safety of

the facilities.

(c) Shall be responsible for renovation and other building plans, unless the Majlis Al-Shura decides otherwise.

5. Youth Committee : To Serve the youth needs (SportsETC)

6. Other Committees: The Executive Committee shall appoint such other committees and assign them such obligations as the Executive Committee may deem appropriate.

Article Eight: The Imam

1. The Imam shall be responsible for all religious functions such as sermons, wedding ceremonies, funerals, Eid sermons, and all the other traditional religious functions of an Imam in our tradition.

2. The Imam shall lead prayers or appoint, from time to time in consultation with the Executive Committee, a prayer leader.

3. The Imam, in consultation with the President, shall represent to community in meetings or events concerning religious affairs.

Article Nine: Amendments to By-Laws

1. Amendments to the Bylaws by a member shall be submitted in writing to the President at least one month prior to the next regular General Assembly meeting.

2. The President shall transmit the member's proposed amendment to the Majlis Al-Shura who, by (51%) a simple majority, shall vote its recommendations for putting the proposed amendment to a General Assembly vote.

3. The Majlis Al-Shura may propose amendments to the By-Laws at any time and may, if an emergency exists, the proposed amendment may be considered at a specially called General Assembly meeting.

4. All amendments shall require a two-thirds majority vote during a General Assembly meeting.

Article Ten: Dissolution

1. The organization may be voluntarily dissolved by a three-fourths majority of the General Assembly, if such motion is recommended by the Majlis Al-Shura, upon a day certain set by the General Assembly.
2. Prior to the date established by the General Assembly for the voluntary dissolution of the organization, the Executive Committee shall pay or make provisions to pay all debts and liabilities.
3. Upon dissolution of the organization, all remaining assets shall be transferred to **(AYA)** American Youth Academy a nonprofit Islamic School unless Aya cease to exist then to an organization in North America upon the trust that it will continue the cultural, educational, scientific, and charitable purposes of this organization and consistent with Section 501(c) (3) of the Internal Revenue Code.