# Draft Rules of Procedure of the Council of the Islamic Community of North American Bosniaks (Islamic Community of North American Bosniaks –ICNAB)

Pursuant to Article\_\_\_\_\_\_of the By-laws of the Islamic Community of North American Bosniaks, the Council of the Islamic Community of North American Bosniaks at the meeting \_\_\_\_\_AH (anno hegirae ), in other words\_\_\_\_\_\_, passed the following:

#### RULES

# of Procedures of the Council of the Islamic Community of North American Bosniaks (Islamic Community of North American Bosniaks –ICNAB)

#### 1. General provisions

#### Article 1

Rules of Procedures of the Council of the Islamic Community of North American Bosniaks, ICNAB, (hereinafter- Rules of Procedure of the Council) shall determine the rights and duties of members of the Council; the publicity of work of the Council; operation and organization of the Council ; the programming of work of the Council; Acts of the Council and relations of the Council to the organs and isntitutions of ICNAB and the Council of the Islamic Coummunity in Bosnia and Herzegovina; relations and cooperations with the state bodies of the USA and Canada and relations with the Constitutional Court; the usage of language and script; taking a solemn oath; the use of professional services; the display of logo of ICNAB and as well as other issues that are significant for a successful and proper work of the Council.

#### Article 2

The Council shall act according to the By-laws of ICNAB and regulations and provisions of these Rules of Procedure.

#### Article 3

The Council shall work at meetings, or sitting. The meetings of the Councils shall be marked with ordinal numbers, that is according to the order.

# 2. .The exercise of the rights and duties of members of the Council

#### Article 4

The Council shall consist of the elected members of the Council who are members of ICNAB with a full voting right.

Members of the Council shall be elected democratically at the meetings of the Jamaat, and in case of being unable to attend the meeting of the Council they may empower other members from the Jamaat, from which they were proposed, to represent them.

A member of the Council may not have more than one power of attorney.

The mandate of members of the Council shall be for 2 (two) years.

# Article 6

A member of the Council shall have the right and duty to attend meetings of the Council, meetings of the working bodies of the Council being its member and shall participate in their work and decision-taking.

A member of the Council shall perform duties, within his competence, that are entrusted to him by the Council or working body whose member is he.

# Article 7

A member of the Council who is not be able to attend a meeting of the Council or a meeting of the working body of the Council or for some reasons leaves the meeting during the work, shall be obliged to inform the presiding officer in due time, in other words the President of the appropriate working body and give the reasons for his absence.

# Article 8

In exercising the responsibilities in the Council, a member of the Council shall have the right and duty, within the rights and duties of the Council, to initiate the adoption and amendment of statutes, ordinances, general act of ICNAB and the Council, to initiate a discussion on the execution of these acts, to ask questions about any items that are in the framework of the Council and to start initiatives that are of interest to the members of ICNAB and the Council, whose interests shall be directly stated by him.

For an amendment submission to the valid statute shall be necessary that the request of member of the Council, the applicant, is supported by at least twelve (12) members of the Council.

If the applicant of the amendment is one of the working bodies of the Council, then he shall lay the proposal.

The proposers shall give the proposed amendment and explain why it is necessary to adopt the amendment.

The proposed amendment shall be submitted at least 15 days before beginning of the Council.

# Article 9

A member of the Council may request that the Council postpones the decision-making on a certain issue, which is considered extremely important, in order to prepare materials, in other words for better informing and consultation with the Jamaat, that empowered him to represent it.

A member of the Council shall represent and have in his mind the image of interest of the whole Council, in other words all the Jamaats that are members of ICNAB and that he does not represent only problems and interest of his own Jamaat.

A member of the Council shall have the right to be informed regularly and on time about the work of the organs and institutions of ICNAB, that perform the activities that are of interest to the ICNAB, and about all the issues that are significant for performing its functions in the Council.

#### Article 11

The members of the Council shall be bound to keep confidental information and data and be responsible for that to the Council.

The confidental information and data shall be marked in the attached material or in the discussion.

The president of the Council and the presidents of the working bodies of the Council when submitting the material to the members of the Council, prepared in the organs of ICNAB, shall determine the level of confidentiality of these materials in accordance with the regulations.

# 3. Publicity of work

# Article 12

The Council shall provide publicity of work with a timely, complete and objective informing members of ICNAB and publicity about its work.

The Council shall provide, under the same conditions, the availability of information that are at the disposal of all the media, except the information that represent an official or business secret, which is determined by the regulations passed pursuant to the By-laws (Statute).

Drafts of acts of the Council, as well as the adopted acts of the Council, may be fully published on the website of ICNAB.

#### Article 13

The media representatives, with the prior approval and consent of the Council and the Board of Directors of ICNAB, shall have the right to attend meetings of the Council and working bodies and inform the public about their work.

# Article 14

At the Council meeting and meeting of working bodies of the Council may be decided that on some issues shall be discussed in a closed meeting.

# Article 15

For a complete and more accurate informing the public about the results of the meetings, the Council may issue an official press release and other means of information, and as well as organize press conferences.

The official press releases from the precedent paragraph shall be issued by a representative authorized by the Council.

The course of the Council meeting shall be audio- and video-recorded. On the basis of the audio and video recording, the Secretary shall keep the minutes.

The Secretary shall within 45 days draw up the record and submit it to the members of the Council via e-mail and to put in on the forum for the members of the Council.

Conclusions, which must be finished by the next meeting of the Council, besides the regular minutes shall be stated in a special report containing specified conclusion, the responsible person for the execution and date by which it should be finished.

The members shall have the right and duty to, within 15 days to make remarks on the drawn up record, and if there are no remarks, it shall be considered as adopted.

After 15 days the Secretary shall inform the members of the Council whether there were any remarks or not and whether the record was automatically adopted.

The adopted record shall be signed at the next meeting of the Council by the President, Vice President and Secretary.

If one or more members of the Council think that the record was not valid in a particular segment, the Secretary shall at the next meeting of the Council prove it by the audio and video recording that he put the controversial segment correctly in the record.

The majority of the members of the Council vote for the adoption of the record or to put the remark in the record which members (member) submitted.

# 4.Organisation and method of work4.1.Constitution of the Council of ICNAB Article 17

The Council has a President, Vice President and Secretary.

The President and Vice President shall be elected from among the members at the meeting of the Council after the completed verification of the mandate of members of the Council.

The proposal for election of the President shall lay the members of the Council. For the position of the President shall be proposed at least 3 ( three) candidates.

The candidate with the higest number of votes shall hold the position of the President, and the second highest number shall hold the position of the Vice President.

If candidates for the position of the President have the same number of votes, the second round shall follow and a list shall make the candidates with the same number of votes.

The newly elected management of the Council shall assume the duty at the end of the meeting of the Council, at which they were elected.

# Article 18

The proposal for election of the Secretary shall lay members of the Council.

The Council shall elect the Secretary between at least 3 (three) proposed candidates.

# 4.2. President, Vice president and Secretary of the Council

#### Article 19

The President of the Council shall :

- represent the Council,
- deal with preparations, call and preside at the meetings of the Council,
- perform consultations and call the consultative meetings of the working bodies of the Council,
- initiate discussions of the issues within the competence of the Council,
- be responsible for the development and implementation of the program of work of the Council,
- be responsible for the application of the Rules of Procedure of the Council,
- be responsible for achieving the principles of public in the work of the Council and working bodies of the Council,
- be responsible for exercising the rights and duties of members of the Council,
- manage relations and cooperations of the Council with other organs and institutions of ICNAB
- sign acts that the Councils passes,
- control and give instructions to the working bodies of the Council (permanent and temporary),
- give instructions to the Secretary of the Council about performing duties and tasks within his/ her scope of work,
- make occasional contacts and consultations with the Council of the Islamic Community in Bosnia and Herzegovina in cooperation and the agreement with members of ICNAB members of the Council of the Islamic Community in Bosnia and Herzegovina.

# Article 20

In case of absence of the President of the Council to perform some specific duties, he shall be replaced by the Vice-president of the Council.

# Article 21

The Secretary of the Council shall assist the President and Vice-president of the Council in preparation and management of a Council meeting, adjusting of activities of the Council and its working bodies, providing the recording of meetings of the Council, calling members of the Council to the meeting of the Council, authorizing drawn up records on the basis of the audio recording and the exercising of other rights and duties established by these Rules of Procedure, as well as other tasks that charge the President and Vice-president.

In case that the Secretary of the Council is not able to attend a meeting of the Council, the president shall appoint some other member of the Council to help him in the work and management of the meeting.

# 4.3. Working bodies of the Council

# Article 22

Permanent and temporary working bodies ( committees, teams) of the Council shall be set up to:

- a) consider the issues within competence of the Council,
- b) consider drafts and proposed regulations passed by the Council,
- c) prepare and perform other tasks of the Council,

Working bodies shall deliver opinions, lay proposals and report the Council on issues within their scope of work, decide only on issues referred to them by these Rules of Procedure or by the decision of the Council given in the direct competence.

Permanent and temporary working bodies shall be set up by the decision of the Council.

# Article 23

The Council shall elect the President and members of the working bodies by decision, who shall be elected from among the ranks of members of Council in the Council.

Exceptionally, for the members of the Statutory Commission may be appointed from among persons of professional and academic circles, who are not part of the Council, provided that their number cannot be higher than one-third of the total number of members of the Commission.

The number of members of the bodies shall be determined by the election of members of the working bodies.

The working body consists generally of members of Council from all the Majlis, whereas one member of the Council may be a member not in more than two working bodies.

# Article 24

The President of the working body, in cooperation with the Secretary of the Council, shall organize the work of the working body.

# Article 25

The President of the working body in case of his absence shall be raplaced by a member of the working body, appointed by the working body.

# Article 26

The working bodies work at the meetings.

The meeting of the working body shall call the President of the working body on his own initiative, and shall call a meeting when requested by the President of the Council or at least one-third of the members of the working body.

The President of the working body shall call a meeting of the working body according to rule 20 ( twenty ) days before holding the meeting, and may call it also within a shorter period of time in exceptional cases.

If the President of the working body does not call a meeting when required, the session shall

call a member of the working body with the longest standing in the Council.

The working body may work if the meeting is attended by the majority of members of the working body, and shall take decisions by majority vote of the present members, except in cases of decision-making on the issues within the direct competence of the working body, when decisions are taken by majority vote of the total number of members of the working body.

The working bodies may sit and take decisions using communication technologies. Such meetings are subject to the rules of the preceding paragraphs.

#### Article 27

The working body shall cooperate with other working bodies of the Council on issues of common interest, and may hold joint meetings with other working bodies if necessary.

#### Article 28

The working body shall determine a notifier at the meeting of the Council who shall submit reports, proposals, opinions and statements of the working body.

# Article 29

The Council has the following working bodies and commissions:

- a) The Constitutional Court,
- b) The Commission on Election,
- c) Other permanent and temporary committees or other bodies that are necessary.

# 5. Programming of work of the Council

#### Article 30

The Council shall issue a long-term and short-term programme of its work. The activities of the Council, their content and method of execution shall be regulated by the programme of work.

The executors of the duties and tasks shall be defined by the programme of work, and as well as the terms for discussions on issues at meetings of the working bodies and the Council.

#### Article 31

The programme of work shall contain the tasks of the Council deriving from the By-laws of ICNAB, as well as other duties and tasks in solving the issues that are of interest to the members of ICNAB, which fall under the competence of the Council.

# Article 32

On the basis of the received proposals and suggestions, the leadership of the Council (President, Vice President and Secretary) shall prepare and determine the draft programme of work that shall be submitted to the Council for consideration.

The leadership of the Council may engage experts from certain fields when defining the draft

programme of work of the Council.

The draft programme of work shall be sent to the members of the Council for giving opinions and proposals.

The draft programme of work shall be considered at the meeting of the Council.

# Article 33

Based on the discussion at the meeting of the Council, in other words given opinions and proposals on the draft programme of work, the leadership (management) of the Council shall prepare and determine the text of the suggestions of the program of work of the Council that shall be submitted to the members of the Council for adoption.

# Article 34

The Council shall at meetings and through the forum for the members of the Council consider the implementation of the programme of work and take appropriate measures for its execution within the scope and dynamics defined by the adopted programme of work of the Council.

The Council shall and through the forum for the members of the Council, if necessary, examine the dynamic of the execution of the conclusions of the Board of Directors of ICNAB.

# 6. Meeting of the Council

# 6.1. Convocation of meeting, proposing and determining the agenda

# Article 35

The President of the Council shall call the session of the Council and the proposal of its agenda in consultation with the Chief Imam and the Board of Directors of ICNAB, and on the basis of the previous decisions of the Majlis Assembly.

Notice of the meeting shall be sent to the members of the Council at least 30 (thirty) days before the date set for the meeting.

# Article 36

The Vice President shall call a meeting of the Council if the President is unable to do so.

# Article 37

Exceptionally, upon the written proposal of one third of members of the Council, the President of the Board Directors and one of the Majlis, the President shall call meeting in the terms specified in Article of these Rules of Procedure.

# Article 38

The President of the Council shall incorporate in the proposed agenda the items submitted to the Council,

under its competence, by the authorized proposers of the meeting ( the Chief Imam, the Board of Directors of ICNAB, the Majlis Assembly).

Together with the notice for the meeting members of the Council shall receive the proposal of the agenda, the prepared materials for the meeting and the minutes of the previous session.

#### Article 39

The agenda of the meeting shall be determined at the very beginning of the meeting.

The proposal for insertion of the additionoal questions in the published agenda shall be submitted before the meeting, provided that the urgency and justifiability of these proposals must be explained.

#### Article 40

About the submitted proposals for the insertion of additional issues into the agenda of the meeting, the members of the Council shall declare themselves by majority vote of the present members of the Councila.

#### 6.2. Constitution of a qourim, presiding and participation in work

#### Article 41

The President of the Council shall preside the meeting. If the President is unable to do so, the meeting shall be presided by the Vice President.

# Article 42

Before proposing the agenda, the Chairman of the Council shall establish if there is a quorum for work and inform the members of the Council about it.

A qorum for the meeting shall consist of majority members of the Council in the Council, except if it is not for decisions on certain issues defined otherwise by the Bylaws of ICNAB and by these Rules of Procedure.

#### Article 43

In the meeting of the Council must praticipate the President of the Board of Directors of ICNAB, the members of the Board of Directors of ICNAB, the executives organs and bodies of ICNAB.

In the meeting of the Council may also participate guests invited by the President, and in accordance with these Rules of Procedure.

#### Article 44

A member of the Council, or a participant of the meeting of the Council, may speak when he asks and gets the floor from the Chairman.

A member of the Council, shall be entitled to participate in the discussion until the end of the discussion on a particular issue.

The Chairman shall allow the members of the Council to speak in the order, in which they raised their hands for the discussion.

The members of the Council who raise their hands for the first time to participate in the discussion shall have priority.

The Chairman of the session of the Council shall have the right to limit the length of time of speaking of the members of the Council to 5 (five) minutes.

#### Article 45

The member of the Council who wants to speak about the violation of the Rules of Procedure and noncompliance of the established agenda, the Chairman shall give him the floor as soon as he requires.

The statement of objection may not last longer than three minutes. After the stated objection, the Chairman shall give an explanation.

The member of the Council may ask for correction of the statement that was incorrectly exposed and that may cause misunderstanding or cause the need for explanation.

#### Article 46

For a legal and efficent work of the meeting, the Chairman of the meeting of the Council shall be responsible.

For violation of work at a Council meeting, the Chairman may warn the member of the Council, in other words the participant, or interrupt him while speaking.

The member of the Council whose behavior or speech at the meeting violates the order and regulations of these Rules of Procedure shall be admonished.

The member who violates the order and provisions of these Rules of Procedure, and has already been warned at same meeting to abide the order and provisions of these Rules of Procedure, he shall not be allowed to speak.

# Article 47

The Chairman may remove from the hall anyone who violates the order.

If the order is violated, the Chairman may interrupt the meeting and continue to work when the proper conditions are met, provided that the interruption of the meeting may not be longer than an hour.

# **6.3.** Course of the session

Article 48

When it is established that there is a qorum for the meeting, the Chairman shall open the meeting.

Before establishing the agenda, the members of the Council shall ask questions relating to the Council, in accordance with Article 42 of these Rules of Procedure.

Asking questions and giving answers regarding the Council may not last longer than an hour.

After the expiration of time from the precedent Article, it shall be moved to the determination of the agenda of the meeting.

The Chairman shall give a short explanation about the proposed agenda.

# Article 50

The agenda shall be adopted when accepted by a majority of the present members of the Council at the meeting.

#### Article 51

At the meeting shall be discussed about each issue of the agenda before taking decision about it, unless being determined by these Rules of Procedure, that about some issue shall be decided without discussion.

The discussion about changing the By-laws of ICNAB shall include a separate general discussion and a debate on the details.

During the general discussion on the proposal shall be discussed about the proposal in general and opinions may be delivered, questions asked and all questions initiated regarding the solutions given in the proposal.

During the discussion on the details shall be discussed according to parts and according to members, if it is decided so at the meeting.

During the discussion on the details shall also be discussed about the amendments.

The Chairman of the Council shall state the submitted proposals of the members of the Council in the order they were presented.

For a more efficient review of the proposal and purposefulness of decision-taking, it may be departed from the order and the proposals shall be considered according to group of questions which make a whole.

The discussion shall be concluded by the Chairman when he establishes that there are no more applied speakers.

In general, if they are not at odds with the Articles of these Rules of Procedure, Roberts' Rules of Conducting Meetings shall be applied in the conduct of a meeting of the Council.

Information about Roberts' rules may be found at : http://www.robertrules.com

# Article 52

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# Article 53

On the issues that shall be discussed at the meeting of the Council may be made declarations, resolutions, recommendations, statements and conclusions or the discussion shall be closed moving to the further work of the agenda.

#### 6.4. Decision-taking

#### Article 54

The Council shall decide at the meeting, if the meeting is attended by more than half majority of the total number of members of the Council, if by the Bylaws of ICNAB or by these Rules of Procedure is not determined otherwise.

# Article 55

Decisons are taken by majority vote of the total number of members of ICNAB, if by the Bylaws of ICNAB or by these Rules of Procedure is not determined otherwise.

#### Article 56

Voting shall be public if by the By-laws of ICNAB or regulation is not established the obligation of the secret ballot.

Voting shall be done by raising of hands or by roll-call voting.

#### Article 57

Voting by raising of hands shall perform the members of the Council so that by the call of the Chairman they shall declare who is FOR the proposal, who is AGAINST the proposal and who is ABSTAINED from voting.

#### Article 58

Roll-call voting shall be performed when the Chairman considers it necessary in order to remove doubts about the accuracy of voting results or when doubts about the accuracy of voting results are expressed by at least one third of members of the Council.

Roll-call voting shall be performed so that the called member of the Council shall declare FOR or AGAINST the proposal or is ABSTAINED from voting.

When roll-call is finished, the members of the Council who are not indicated that they voted shall be called again.

The roll-call shall be performed by the Secretary of the Council.

# Article 59

After the end of voting the Chairman of the Council shall determine and announce the results of voting stating how many members of the Council were FOR, how many AGAINST and how many were ABSTAINED, and whether the proposal to be voted was accepted or rejected.

# 6.5. Special provisions for the election, appointment, confirmation of appointment and dismissal

Article 60

The Chairman of the Council shall preside at the election.

When the election is done by secret ballot, Chairman shall be helped in the counting of votes by 3 (three) members of the Council appointed by the Council.

If the Chairman is a candidate for the election or the word is about his dismissal, the meeting during the election, or dismissal, shall be presided by the Vice President.

#### Article 61

The provisions of these Rules of Procedure relating to the procedure for the election, appointment of confirmation of the appointment shall also be applied to the procedure of dismissal.

#### Article 62

The Council may remove the President or the Vice President of the Council if it is established that the President and the Vice President devaluated their position.

For the submission of requests from the preceding paragraph shall be required 1/3 of the present members of the Council at the meeting having a quorum, and for their removal 2/3 of the present members of the Council should declare themselves at the same meeting.

# 6.6. Record

#### Article 63

The work of the meeting of the Council shall be audio or video recorded or stenographic notes and minutes shall be kept as stated in Article 16.

The minutes shall contain the basic information about the work of the meeting, and especially the proposals put forward and adopted conclusions, or decisions taken and other regulations.

The minutes shall include the results of voting on particular issues.

The member of the Council, who his opinion set aside, may require the important parts of his statement to be recorded in the minutes.

The Secretary of the Council shall take care of drawing up of the minutes.

# Article 64

The Secretary shall take care of keeping of the original minutes of the meeting of the Council.

#### Article 65

The participants in the discussion at the meeting of the Council shall be entitled to comment on the minutes if they think that their statement is not properly stated in the minutes.

The member of the Council shall have the right to authorize his own presentation at the Council.

When authorizing his presentation, the participant in the discussion may not make major changes in the text and leave out the expressed thoughts.

The participant in the discussion shall the authorized text submit within 15 days from the day of submission of the text for authorization.

After the expiration of 15 days, the text shall be considered authorized.

The authorized stenographic notes from each meeting of the Council shall be submitted to each member of the Council and the Board of Directors of ICNAB.

The Secretary of the Council shall take care about exercising of the rights from the preceding paragraph.

# Article 66

The Secretary of the Council shall take care of the audio and video recording that are kept in the archives of the Council.

# 7. Acta of the Council

# 7.1. General provisions

Article 67

The Council of ICNAB shall pass/adopt : the Statute (Bylaws), regulations, budget of the Board of Directors of ICNAB, a final budget account of the Board of Directors of ICNAB, the resolutions, recommendations, decisions and conclusions, shall give the authentic interpretation of the regulations or other acta and shall establish a consolidated text of the regulations or other laws.

The Council shall independently establish rules of its work, as well as other acts in accordance with the By-laws of ICNAB.

Acts specified in paragraphs 1 and 2 of this Article shall be passed by a majority vote of the present number of members of the Council, if it is not determined otherwise by the By-laws of ICNAB or these Rules of Procedure.

#### Article 68

When the By-laws of ICNAB are altered or amended, the By-laws shall be altered or amended by statutory amendments, the legislation shall be altered or shall be amended by the legislation, and other general acts, except for the conclusion, by decision.

The conclusion shall be altered or amended by conclusion.

The authentic interpretation may not be altered or amended.

# Article 69

The attitude of the Council on the important issues that are of interest for ICNAB shall be expressed by declaration.

# Article 70

By the resolution of the Council shall be pointed out to the situation, problems and needs in all or at certain areas

and politics established that should be implemented in all areas of life, as well as measures for its implementation.

The resolution shall contain the guidelines for the work of organs and institutions of ICNAB, with issues to which it relates.

# Article 71

With the recommendation of the Council shall be pointed out to the importance of certain issues relating to the situation of Muslims (Bosniaks) in North America and beyond.

With the recommendation shall be suggested the measures which the organs and institutions of ICNAB should take in order to resolve certain issues of life and work of Muslims (Bosniaks) in North America.

# Article 72

The decision shall be taken as an act of exercising the rights and duties, as well as a regulation for the implementation of regulations and other general acts of arranging the internal organization and relations in ICNAB.

With the decision, as an act of exercising of the rights and duties of the Council, shall be decided on the selection, appointment, dismissal, revocation and resignation, giving confirmation, or agreement to the acta of organs and institutions of ICNAB, and the provisions of these Rules of Procedure.

The decision, as the executive regulation, is an act that shall be taken for performing and concretising certain provisions of the regulation, if provided by the regulation.

By the decision shall be regulated the internal organization, work and relations in the Council.

# Article 73

The Council shall decide on its work and the work of the working body of the Council by conclusion.

The responsibilities of ICNAB and institutions of ICNAB in terms of preparing the regulations and general acta or performing other tasks within its competence may also be established by conclusion.

The Council may assume an attitude regarding the issue that is considered by conclusion, except the issue which is to be expressed by declaration.

Article 74

The working bodies of the Council may only make conclusions about their work.

# Article 75

The acta adopted at the meeting of the Council shall be signed by the President of the Council.

The conclusions shall be signed by the President of the Council, or by the Vice President of the working body which made the conclusion.

Under the original regulation, or the general act, shall be considered the text of the regulation which was adopted by the Council.

#### Article 77

The original regulations passed by the Council shall be signed by the President and the Secretary of the Council.

The Secretary of the Council shall be responsible for making the originals and keeping records. Article 78

Regulations and other acts shall be published on the website of ICNAB.

The Secretary of the Council shall be responsible for publishing of the regulations and other acts, and as well as for the submission of the resolution passed at the meeting of the Council.

#### 7.2. The procedure for changing the By-laws of ICNAB

# Article 79

The amendment of the Bylaws may initiate and propose at least 1/3 (one third) of members of the Council or the Board of Directors or Assembly of a Majlis.

The proposal to amend the By-laws should be explained.

#### Article 80

About the proposal for the amendment of the Bylaws of ICNAB shall decide the Council at the meeting by a majority vote of the total number of the present members in the Council.

The proposal of amending the By-laws of ICNAB, which got the required majority shall be processed by the authorized Committe of the Council and shall be submitted to the Council.

Draft act of the authorized Committee, which is supported at the meeting of the Council by a majority vote of the total number of of members of Council shall go to public hearing.

The authorized Committee shall take care about conducting the public hearing, and shall submit a report to the Council.

The duration of the public hearing may not be less than 60 (sixty) days.

After that, the authorized Committee shall determine the proposal of act about amending the By-laws of ICNAB and shall submit it to the Council.

#### Article 81

The proposed amendment of the By-laws of ICNAB the Council shall adopt by a two-thirds majority of the total number of the present members of the Council at the meeting, which has an established quorum.

The amendment of the By-laws of ICNAB adopted by the Council shall enter into force at midnight on the day of its adoption by the Council.

# 8. Relations of the Council and the president of the Board of Directors

# Article 83

The relations of the Council and the president of the Board of Directors shall be based on the rights and duties established by the By-laws of ICNAB, mutual cooperation, informing, coming to terms and understanding.

The president of the Board of Directors shall submit the proposals from its competence on the issues that are of importance to ICNAB or the general issues of life of Muslims (Bosniaks) in North America at least once a year.

# Article 84

The proposal and initiatives submitted by the President of the Board of Directors of ICNAB shall consider and assume attitudes towards them at the meetings of the Council.

The president of the Council shall inform the President of the Board of Directors of ICNAB on decisions, conclusions and attitudes of the Council.

# Article 85

At the request of the Council the President of the Board of Directors of ICNAB shall bring forward his proposals and inform the Council on the issues from its competence.

# 9. Exercising the rights and duties of the Council to the the Board of Directors of ICNAB, organs and institutions of ICNAB

# 9.1.Exercising the rights and duties of the Council to the the Board of Directors of ICNAB

# Article 86

The right and duties of the Council to the the Board of Directors of ICNAB shall be based and enforced in accordance with the rights and duties established by the Bylaws and regulations of ICNAB.

The Board of Directors shall be responsible to the Council for proposing and implementing programs, and the execution of regulations and general acta for whose execution the authorized organs and institutions of ICNAB shall be responsible.

In exercising the rights and duties established by its By-laws, the Board of Directors of ICNAB shall:

- propose to the Council the adoption of regulations and other general acta, deliever an opinion about the drafts and proposals of regulations and other general acta that the Board of Directors of ICNAB submitted and shall submit the amendments to the proposals of those acta,
- require that the Council declares itself regarding ceratin issues and
- attend the sessions of the Council, and provide explanations on the issues on the agenda.

Members of the Board of Directors of ICNAB may not be the members of the Council, replace members of the Council, nor have the right to vote at the meetings.

#### Article 88

The president of the Board of Directors of ICNAB shall represent the Board of Directors of ICNAB at the meeting of the Council and working bodies of the Council.

#### Article 89

Members of the Board of ICNAB shall have the right and duty to attend meetings of Council and its working bodies.

The Council and its working bodies shall inform the Board of Directors of ICNAB about their meetings because of the presence and participation of members of the Board of Directors of ICNAB at meetings of the Council.

#### Article 90

The Council may, within its competence, ask from the Board of Directors of ICNAB to do the following:

- to prepare a draft or a proposal of regulations and other general acta,

- to assume its attitude about certain issues on the agenda at the meeting of Council,

- to render an pointion on the draft or proposal of regulations and other general acta which did not propose the Board of Directors of ICNAB, and as well as other proposals and materials that shall be considered at the Council.

- to report on certain issues that shall be considered by the Council at its meeting.

The Board of Directors of ICNAB shall submit the conclusions of the meeting of the Board of Directors of ICNAB to the Secretary of the Coucnil, and he shall as soon as possible, but no later than 5 (five) days, submit the conslusions to all members of the Council.

# Article 91

Besides the draft or proposal of regulations and other general acta that the Board of Directos shall submit to the Council, it shall also inform the Council about the authorized representatives.

# Article 92

The Board of Directors of ICNAB at least once a year shall report to the Council on the implementation of the program of work and its work, as well as the work of the organs and commissions consisting of the Board of Directors of ICNAB.

The report on the work of the Board of Directors of ICNAB, in accordance with these Rules of Procedure, shall be discussed by the Council at its meeting.

The resolution shall be passed upon completion of the discussion.

# 9.2. Right and responsibilities of the Council towards organs and istitutions of ICNAB

#### Article 94

The organs and institutions of ICNAB shall submit reports to the Council, information and answers to questions of members of the Council within its competence, as well as the data and other information that are necessary for the work and decision-making of the Council.

#### A Article 95

The managers (executives), who manage the organs and institutions, who have legal person status, shall be responsible for the lawful, completely and timely fulfillment of duties and tasks within their competence.

#### 10. The exercise of the rights and responsibilities of the Council of ICNAB

#### Article 96

The exercise of the rights and responsibilities, and as well as the cooperation of the Council and the Constitutional Court of ICNAB, shall be performed in accordance with the By-laws of ICNAB and other regulations.

# 11. Cooperation of the Council with the state authorities of the USA

#### Article 97

Relations of the Council with the authorities of the USA and Canada shall be based on the rights and duties established by the Constitution of state authorities and their regulations and other acta which regulate the relations of the state and religious organizations.

# 12. Use of language

# Article 98

Acta passed by the Council, materials that shall be sent to the members of the Council, informational and documentary materials, records and reports of the working bodies of the Council shall be drawn up in English and Bosnian language.

The acta, passed by the Council, shall be published in English and Bosnian language.

# 14. Display of emblem and flag

Article 101

The display of emblem and flag in the halls of the meetings of the Council and the offices of organs and institutions shall be performed in accordance with the regulations of ICNAB.

#### 15. Professional service of the Council

Article 102

In order to perform its function, the Council shall besides the Secretary and working bodies of the Council use the professional services of ICNAB.

Article 103

Amendments to the Rules of Procedure shall be made in the same way as being adopted.

#### Article 104

If a question of organization and work of the Council is not regulated by these Rules of Procedure, it shall be regulated by conclusion of the Council.

The conclusion from the preceding paragraph shall be applied on the day of its adoption, if not determined otherwise by conclusion and shall become an integral part of these Rules of Procedure.

# Article 105

The Rules of Procedure of the Council of ICNAB shall enter into force on the day of its adoption at the meeting of the Council and shall be published on the website of ICNAB.

Nummer:

Charlotte, \_\_\_\_\_AH \_\_\_\_\_\_AH \_\_\_\_\_2014

The President of the Council

Dr. Mirsad Hadžikadić