



North Austin Muslim Community Center

11900 North Lamar Boulevard; Austin, Texas 78753 -- www.NAMCC.org

Use Models for the NAMCC Jumah / Community Hall *(Reviewed)*

Introduction

Allah Subhanahu wa Ta'Ala has blessed the North Austin Muslim Community. Today, the members of the NAMCC hail from over 45 countries around the world. We are blessed to have such richness of variety. Likewise, the variety of way that we may use our Jumah / Community Hall is a blessing. This document of Use Models addresses the manors for congregants and organizers. InshaAllah, this document will be updated from time to time. Please look for updates on the NAMCC web site, www.NAMCC.org.

NAMCC is a place of worship and focus on Allah. The Jumah / Community Hall shall be used for that purpose. Clearly, the building is a place for Salah (Jumah Prayer, Taraweeh). In addition, the building is a place for religious and general education, for islamically beneficial seminars and panels, for Islamic social/cultural activities, for presenting Islamic heritage, for Islamic social and intellectual development, for Islamic weddings, for Eid celebrations, for welfare assistance, community recreation, and for personal and community consultation.

Manager of the Jumah / Community Hall

Under prescribed guidelines from the Executive committee, authorization, scheduling, and contracting related to the Community Hall are the exclusive responsibility of the Community Hall Manager. For each event, the Community Hall Manager shall elect one of the following Use Models and contract with community member for schedule, fees, and conditions. The Manager is appointed by the Executive Committee (reappointment is reviewed quarterly). Either party in a dispute between manager and subscriber may appeal for binding and final arbitration to the NAMCC Executive Committee.

Monitor of the Jumah / Community Hall

Security, opening, setup, cleanup, closing, and maintenance of the Multipurpose Hall are the exclusive responsibility of the Community Hall Monitor. Refunds of deposits are the discretion of the Monitor. The Monitor is appointed by the Executive Committee (reappointment is reviewed quarterly).

One person may hold both the Manager and the Monitor assignments.



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Use Models for the Jumah / Community Hall

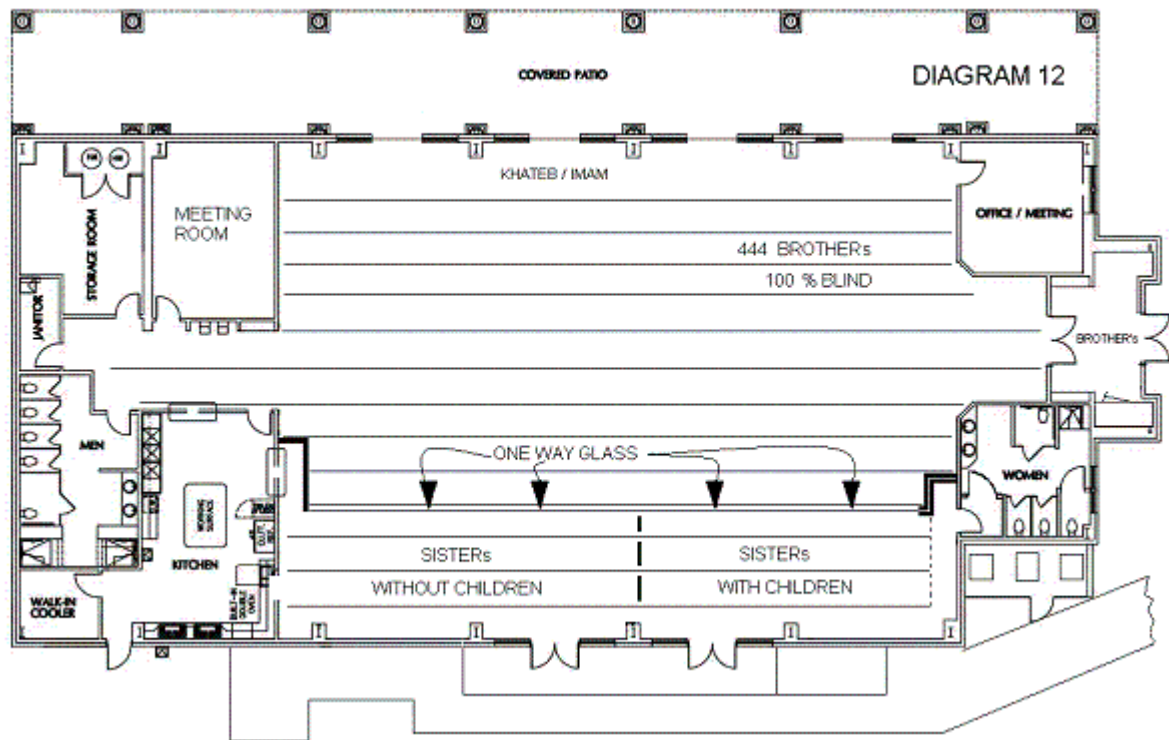
The following guidelines/objectives are common to all Use Models.

- Remember Allah, have Taqwa and maintain Islamic manners
- All details shall be Islamically acceptable, Halal, according to Ahl-e-Sunnah-wal-Jama't
- Follow the NAMCC Standards of Conduct (appendix A) and Modesty Code (appendix B)
- Suitable Islamic attire and keeping separate space for Brothers and Sisters are obligatory
- Activities in Jumah / Community Hall are suspended from Athan to end of Salah

The following are the various Use Models for the Jumah / Community Hall. Each Use Model has its own liberties and responsibilities.

1. Use Model for Salah al-Jumah, and Salah al-Taraweeh.

- Sisters shall use the South doors. Brothers shall use the West doors.
- A portion of the Sisters' area shall have a persistent privacy wall. Another portion of the Sisters' area shall have a curtain closed except during Khutbah and during Fard Salah.
- Congregants shall refrain from interactions between Brothers and Sisters in the Hall.
- Suitable Islamic attire shall be according to appendix B.
- The 5 daily Salah shall continue to be conducted in the previous hall.



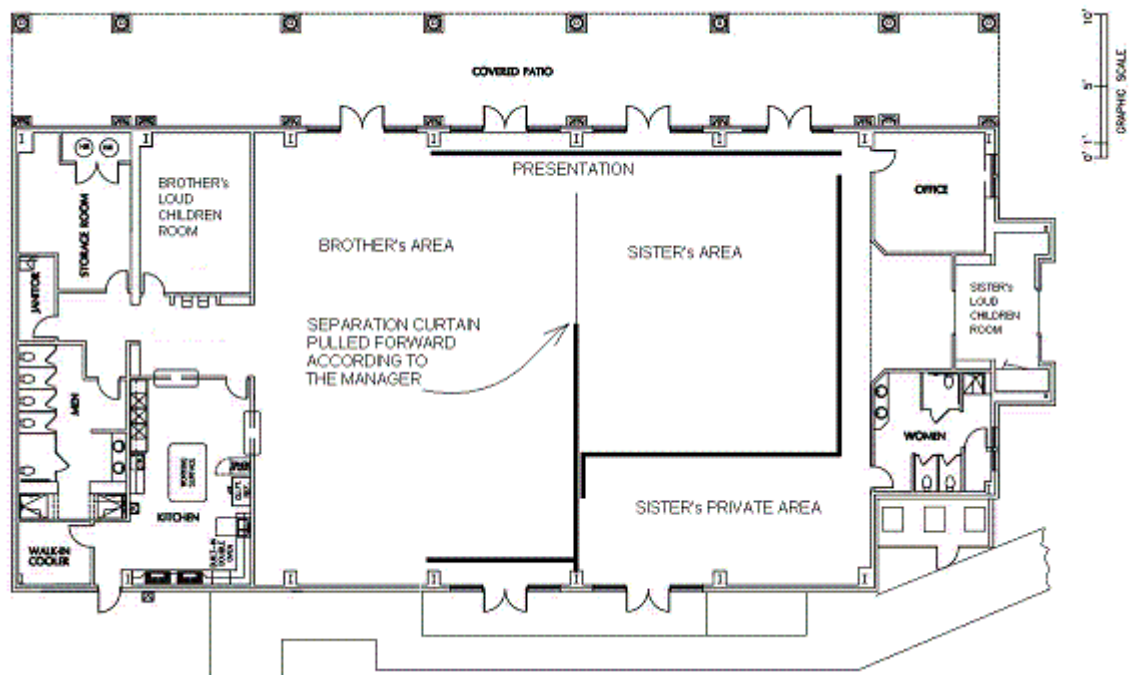


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2. Use Model for Education and Community Development:

- Examples of educational and community development use of the Hall:
 - Presentation on Islam for Muslims by NAMCC Staff or visiting scholars
 - Presentation on Islam for Non-Muslims for Dawah, Open House, Interfaith Dialog meeting, and Islamic literature study group, et cetera.
 - Types of meetings are Trade and Vocational class, Science class and Travel logs, Business or Government meeting, Local Community meeting, et cetera.
- The following diagram indicates a suitable floor plan for education. Also, the previous diagram may also be used for education, where agreeable to the Manager.



3. Use Model that include Dining Events

- Examples of events that include dining are Ramadan Iftar, Aqeeqa Celebrations, Eid Celebrations, Wedding receptions, Graduation celebrations, et cetera.
- Either of the two preceding Use Model diagrams shall be used for Dining Events.
- Remember, this is the house of Allah: no music; no dancing.
- Each dining event shall specify if the Brothers, the Sisters, or a family of non-marriageable kin are staffing the kitchen.

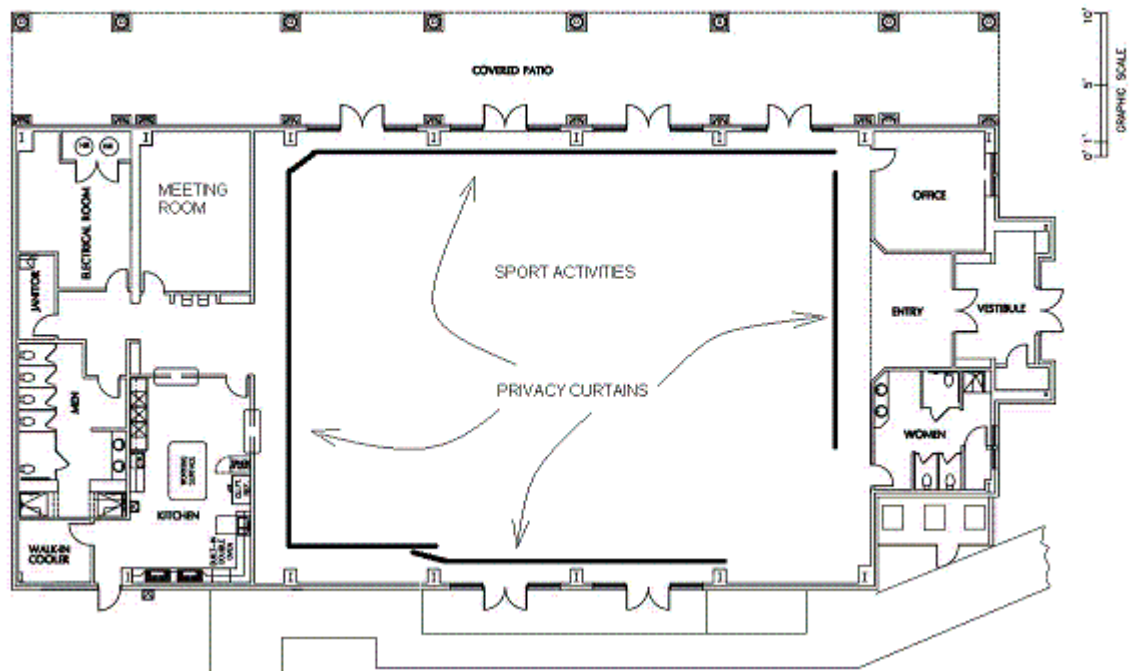


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4. Use Model for Sports Activities:

- Prior to use of Hall, all participants must have on file in the Office a waiver of liability.
- Sports are limited to those that are unlikely to damage the participants and Hall, for example, badminton (shuttlecock), Nerf Wiffle baseball, Nerf dodge-ball, light gymnastics, tag, aerobics, red light green light, ping-pong, et cetera.
- The following diagram details the window curtains to give participants privacy (signs will be hung on windows indicating whether the activity is for brothers or sisters).



5. Use Model for the Conference Room: The conference room is designed for use as a Meeting space for the Executive Committee, NAMCC Summer School staff meetings, classroom, meeting room, et cetera. Please apply to the Hall Manager for access.
6. Provision for Other Masjids: The other Masjids in Austin (ICGA, Masjid Ibrahim, Round Rock Masjid ...) are encouraged to exploit this Hall as a resource for the Muslims in Austin.
7. Provisions for other Austin Islamic organizations: Groups like AIS, AMS, CTM, FMU, MCSS, MYNA, MSA, et cetera are welcome to schedule events for the benefit of Muslims in Austin.
8. Use Models for the Office Space: Presently, persistent allocation of space in the office is limited to the Executive Committee and the Imaam.
9. Please suggest additional Use-Models as we learn what works and what does not.



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Scheduling Events in the Jumah / Community Hall

The Manager is the person to contact for scheduling an NAMCC member’s use of the Hall.

The Manager shall post at NAMCC and www.NAMCC.org his or her cell phone number, email address, and office hours to advance ease of authorization and scheduling. The Manager shall regularly post at NAMCC and www.NAMCC.org the up-to-date and complete schedule of both repeating and one time events.

Lock and Key Control for the Jumah / Community Hall

The Manager, Monitor, cleaning staff, maintenance staff and Executive Committee shall have keys to the Hall. The cleaning staff and maintenance staff are not permitted to allow tailgaters to enter.

Booking Fees

Insha’Allah, the following activity fees are a suitable level of contribution by the members to make use of the Hall. In addition to the activity fees listed below, the cleaning/repair fees shall be collected, at cost, from a \$500 deposit. For all not NAMCC Sponsored events, liability insurance is obligatory.

- Lecture for Islam without ticket box; \$0
- Lecture for Islam with ticket box – by other sponsor 1/3 of box
- Lecture for Islam with ticket box; NAMCC sponsored 100% of box
- Lecture for Secular 1/3 of box + \$25/hour
- Sports; NAMCC sponsored 100% of box
- Sports; other sponsored 1/3 of box + \$25/hour
- Wedding/Graduation/Fundraiser; More than 100 \$2000/4hours + \$200/hour
- Wedding/Graduation/Fundraiser; Less than 100 \$1000/4hours + \$100/hour
- Wedding/Graduation/Fundraiser; Less than 50 \$500/4hours + \$50/hour
- Wedding/Graduation/Fundraiser; Less than 20 \$200/4hours + \$20/hour
- Aqeeqa \$200/3hours +\$10/hour
- Kitchen – Full use \$200/4hours +20/hour + 10/day
- Kitchen – Warming, Serving and Refrigeration only \$10/hour + \$10/day
- Conference Room for Islam \$0
- Conference Room for Secular \$50/2hours + \$10/hour

For events that promote the cause of Islam in a substantive, tangible, and measurable manner, the EC shall partially or fully sponsor the cost of events.



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APPENDIX A: Standards of Conduct

North Austin Muslim Community Center (NAMCC) is a place of peace for the Muslim community. As such, the Executive Committee (EC) and all the members of NAMCC are committed to maintaining a disciplined environment conducive to Peace and Brotherhood. To achieve this, NAMCC has set the following standards of conduct to be enforced inside the premises of the NAMCC. Violations of these standards may result in the EC taking certain measures to safeguard the life, health, and property of its members and to maintain the peace of the place. These measures may include termination of membership and issuance of Restraining Orders.

Below is a list of actions that may lead to the termination of memberships and/or other actions chosen by the EC to clarify or rectify the situation. This list is not a complete or conclusive list: other situations may arise which may compel the EC to take similar or other corrective measures.

- Fighting, abusing, insulting, rude behavior, or provocations that may lead to fighting
- Harassment of all types and on all types of issues
- Damage or removal of property belonging to the NAMCC or any of its members
- Use, possession, promotion, or sale of any intoxicating or illegal drugs on the premises
- Being under influence of illegal drugs, alcohol, or other intoxicants
- Unsafe acts or practices that endanger the life or well being of any adults or children present on the premises
- Acts involving dishonesty, fraud, abuse, falsification, slander, et cetera, conducted against Muslims of the community
- Possession of firearms or other lethal weapons on the premises, except by Law Enforcement Officers.
- Rude and insulting behavior towards members, guests, or Imaam
- Disruptive actions performed on any occasion and at any place on the premises
- Distribution of literature, solicitations of any type (not limited to donations, fundraisers, panhandling), or addressing the community at large on the premises, except with prior approval of the EC or the Imaam.

Recommended Actions

- Bring all deviations to the conduct policy, and other issues of significance, into the knowledge of the EC member(s), either verbally or in writing.

Date Adopted: 1999 December 21

Amended: 2006 January 8



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APPENDIX B: Modesty Code

This represents the North Austin Muslim Community Center policy on Islamic attire and modest behavior while at NAMCC. These measures are consistent with presently understood Islamically acceptable principles (Ahl-e-Sunnah-wal-Jama't). The revelation of the Quran spanned more than two decades. Please be patient with new entrants to Islam, new NAMCC members, new comers, and visitors, as it is reasonable to assume they are still learning the religion of Islam or the NAMCC Modesty Code.

General Policies while at NAMCC campus:

- Brothers shall wear loose fitting opaque and not conformal clothing that covers upper arms, torso, and waist to calf.
- Sisters shall wear loose fitting opaque and not conformal clothing that covers all but face, hands, and feet.
- The above are Fard (obligatory), according to Shari'ah, (except for single gender settings). No teaching, lobbying, or publicizing contrary to this opinion.
- No interactions across gender, except as necessary.
- NAMCC relies primarily on the individual to address their own compliance with NAMCC policy Modesty Code while present at the NAMCC Campus.
- This Modesty Code shall be posted conspicuously in each building at NAMCC.

Specific Policies in Jumah / Community Hall for Recreational or Sports activities:

- When in visually not mixed gender settings are reliably present, then covering torso to calf is sufficient.