

MEETING MINUTES: OHAVI ZEDEK BOARD OF DIRECTORS

Date:

October 20, 2016

Board members present:

Jessica Kane, Sarah Kleinman, Miriam Sturgis, Basha Brody, Marv Greenberg, Liz Kleinberg, Michael Schaal, Sharon Panitch, Wayne Senville, John Blatt, Joanna May, Harvey Klein (Trustee), Bill Miller (Treasurer ex officio)

Board members absent:

Judy Rosenstreich, Gary Visco

Staff and clergy:

Grace Oedel, Rabbi Amy

Guests:

Rick Hecht, Eric and Karen Corbman, Lila Shapero, Jeff Alpert

Meeting recorder:

Sharon Panitch

Time	Agenda item/presenter Desired outcome (if applicable)	Discussion	Action Items
5:35	D'var Torah		
	Acceptance of Sept. 2016 minutes.	Basha moved to accept. Jessica seconded.	
	Review of action items	<ul style="list-style-type: none">• Info is being gathered re: cantorial salaries.• Sharon wrote new by-law language and will email to board.	

	<p>Fern Hill update-Lila Shapero</p>	<ul style="list-style-type: none"> • FH board is consulting with Amy Wright, has a lot of experience with HUD, etc. Have asked her to look at whether or not there might be some financial benefit to OZ. • The rescinding of the reversion goes back to HUD requirements. Michael asked Lila to include this in the history of Fern Hill. • David Middlebrook will be retiring December 31, 2016 after more than 30 years of service. Are looking at having a short-term contract that will extend his work through February to cover regular audit that will take place. 	
	<p>HR Committee update--Rick Hecht</p>	<ul style="list-style-type: none"> • HR Committee is up and running, has had a couple of meetings. • Had been planning on going through employee handbook and bringing it up to date. Also planning on looking into job descriptions of various staffers, bringing items on paper into consistency with what is actually happening. • Short term things that have slowed down the above processes include Kay stepping down from her leadership of the shuk Dec. 1. Social action committee would like to see it continue in as close a way as possible to its current state. HR committee is recommending that OZ dedicate some money to a shuk manager position (part-time). • Discussion ensued. Possibilities tossed out included using volunteers, interns, contracting with ReSource. Many expressed concern about budget. It was 	

		<p>suggested that we find a stopgap measure for the remainder of FY 2016-17 and look at creating something sustainable to be included in next year's budget.</p> <ul style="list-style-type: none"> • Miriam pointed out that we have to do something for Kay. Rabbi Amy recommended a donation to a cause that she cares about, or possibly making such a donation an ongoing thing. 	
	Promisory note	<ul style="list-style-type: none"> • Michael pointed out some provisions that were asked for by the lender including: making payments on principal, the right to renegotiate the loan, and having OZ's treasurer and ED keep records and monitor the loan. A copy of the full agreement was made available to the board. • Sharon moved that we approve the contract as written, with the understanding that, if the contract is amended, the OZ board approve the amendment by a 2/3 vote. Miriam seconded. • Wayne made a friendly amendment that the above language be included in the contract under section 7a. • Sharon and Miriam accepted the friendly amendment. • The motion passed. Liz will make the change to the document. 	
	Executive Director report-Grace	<ul style="list-style-type: none"> • Big thanks to everyone who volunteered at High Holidays. Staff worked very hard. Grace expressed appreciation. 	

		<ul style="list-style-type: none"> • HH note: 440 seats were reserved out of 672 chairs. Numbers have been decreasing over 3 years. • USCJ--finished variance application and will submit to USCJ. Application includes plan to remit \$6,000 for dues this year, \$7,000 for next year, and \$8,000 for the following year. • Nov. 9--committee chair meeting • Would like to have a beefed up board training process. Howie Goldberg can come do a training in Jan. • 1st meeting of young prof. group was last night--17 people came. Very successful. Grace will plan next several events to keep them going. • First baby/toddler playgroup this morning--just 2 families but hoping for more. • Interested in collaborative venture with Intervale Ctr. • Wants to look at our website as marketing tool reflecting what is actually going on here. 	
	<p>Membership committee report-John Blatt</p>	<ul style="list-style-type: none"> • 6 new families this month: <ul style="list-style-type: none"> ○ Jason and Allie Nerenberg ○ Pat Doherty ○ Marina and Sergey Shpaner ○ Nina Curtiss ○ Steve Kieselstein ○ David Mindich • Basha moved that we accept new members. Michael seconded. New members were accepted. • 22 people in the pipeline for membership. 	<p>ACTION ITEMS:</p> <ul style="list-style-type: none"> • Sharon will create a script for board members to call people who haven't made membership pledges. • Grace will either figure out a way to allow board members to sign up to call specific families, or

		<ul style="list-style-type: none"> • John is making name buttons for all members. We will have a magnetic white board for storage. • Follow up calls to people who haven't pledged--we have about 60 people who have not made membership pledges. We would like to call those people before annual appeal. 	<p>she will assign those calls.</p> <ul style="list-style-type: none"> • Calls should be made as soon as possible (by first week in November)
7:20	Basha moved that we go into executive session. Jessica seconded. Went into executive session.		
8:13	Exited executive session.	Wayne moved that the board slate include Bill Miller, John Blatt, Suzanne Brown, and Karen Corbman. Sarah seconded. The motion passed.	
	Rabbi's report	<ul style="list-style-type: none"> • Rabbi Amy shared some great feedback from community members. • Women's mikveh was very successful. • Genizah ceremony--closets got cleaned out, accidentally buried some of Naomi's books. • Camp shabbat--not as many kids and families as we had hoped. Lots of music. Big thanks to Sarah Klionsky. • Music community--wants to do more "camp" melodies. • Interfaith report--was asked to participate in Rev. Sally Mae's ordination in Jericho. • Ken White--minister at College St. Congregational Church. Asked R. Amy to participate in Pride service. Was asked to do pulpit swap. 	

		<ul style="list-style-type: none"> • "Downtown clergy" of which R. Amy is a part will hold a prayer vigil the night before the election in front of the College St. Cong. Church. • Met with Matt Vogel regarding a student on campus is organizing an event with J Street U on the UVM campus. He is concerned that there might be fallout. • Had first siddur discussion meeting. Will be taking Friday night service from new siddur for a test drive on Shabbat, 10/21 • Some new elements for simchat Torah, 10/24 	
	Cantorial search update-Marv	<ul style="list-style-type: none"> • John, Sarah, and Marv are contacting organizations: Cantorial Assembly, Hebrew College, Recon Rabbinical Assoc., Academies for Jewish Religion in New York and California. Gathering info and will report in November. • Timeline: if we want someone to start in July, we need to place ads in Nov/Dec and go from there. • Salary for full-time cantor would start at 70k before benefits. 	
	Follow up on board retreat-Sarah	<ul style="list-style-type: none"> • Communications group has finished SMART goals. • Other groups need to schedule meetings. • Membership/Outreach group met. Discussed mainly "inreach" and how to use annual appeal calls to connect with members, ask members about what excites them. Would involve having board members call people they have a connection with. Annual appeal calls should be followed up on. Each board member will be assigned a group of congregants to 	Groups should continue working on SMART goals and be ready to report out at board meetings. Joanna and/or Sarah will follow up via email to schedule.

		call for annual appeal, then to follow up with in January and throughout year.	
	Treasurer's report-Bill	<ul style="list-style-type: none"> • Liz moved that we accept the motion provided by Raymond James that will result in Bill Miller being on this account and representative of Ohavi Zedek as provided in the Raymond James resolution. Jessica seconded. The motion passed. (motion is included in October 2016 dropbox folder) • We have a surplus of 114K as compared to a surplus of about 140K at this time last year.. The main difference is in general contributions, which includes membership pledges. • What is not noted on report is that we received some money in FY15-16 (before June 30, 2016) that was for pledges for this fiscal year. That money will be moved from last year's budget to this year's. 	
	Annual appeal-Sharon	<ul style="list-style-type: none"> • Will have an annual appeal training on Nov. 3. • Annual appeal will take place at OZ. Sharon and Grace are reworking script to make it more user-friendly. • We want to think about this as an opportunity to develop relationships. We want to find out what excites and interests people about being part of OZ. The "ask" is a small part of what we're doing. Don't freak out. 	
9:46	Sharon moved that we go into executive session. Basha seconded.	<ul style="list-style-type: none"> • 	

10:52	Moved out of exec session	• No actions were taken.	
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Adjournment

Sharon moved to adjourn. Liz seconded.
Meeting adjourned at 10:53

Tabled items:

Next Meeting Date:

November 17, 2016