

MEETING MINUTES: OHAVI ZEDEK BOARD OF DIRECTORS

Date:

November 17, 2016

Board members present:

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

Board members absent:

Gary Visco

Staff and clergy:

Rabbi Amy, Grace Oedel, Naomi Barell

Guests:

Stella Bukanc, Lila Shapero, Nancy Sugarman

Meeting recorder:

Sharon Panitch

Time	Agenda item/presenter Desired outcome (if applicable)	Discussion	Action Items
	Approval of Oct. 2016 minutes	Judy moved to approve the minutes. Jessica seconded. The minutes were approved.	
	Fern Hill-election of new board members (Nancy Sugarman and Lila Shapero)	<ul style="list-style-type: none">• Jeff Alpert and Eric Corbman are continuing on the board. Joe Frank has left the board mid term, Nancy Sugarman is leaving the board. They are presenting Deborah Kutzko as a board nominee.• Sharon moved that Jeff Alpert, Eric Corbman, and Deborah	

		<p>Kutzko be elected to the Fern Hill Board. Marv seconded. Wayne Senville abstained. The motion passed.</p> <ul style="list-style-type: none"> Update: they had a social event with about 30 FH residents. Very successful. They are still working with a consultant. They would like to organize a party for David to honor his service. Wil keep us updated. 	
	Review of action items	<ul style="list-style-type: none"> Action items from Oct. meeting were completed 	
	Cantor update (Marv and Rabbi Amy)	<ul style="list-style-type: none"> Marv, Sarah, and John contacted organizations and individuals recommended by Rabbi Amy. Conclusion about part-time position is that it is inadvisable. Re: costs. It will cost more to piece the position together and it is likely that things will fall through the cracks. Full time cantor will cost us between \$100K and \$135K for whole package. Marv feels that there is a different dynamic when there is a trained cantor here--they know how to get people involved, have larger repertoire. Rabbi Amy: the system we have now doesn't cover our needs and is very costly, both dollars and staff time. Feels that current situation is not sustainable. We need cantor to expand our musical life. Aside from our own quest toward excellence in the services that we will offer members of Ohavi Zedek, upcoming changes within other congregations should be a consideration. A full-time Cantor would help us to become even more vital than we are now. R. Amy approached the Growalds, who understand the need for a cantor. They are very supportive but are concerned about our ability to fundraise. They wanted to know that other donors would be contributing. R. Amy also met with Yoram Samets and Linda Kelleher. Between the two families, they are offering \$100K for the 	Marv will come back to board with salary parameters.

		<p>first year, \$62K for the second year, \$25K (from Growalds only) the third year. Yoram and Linda will determine their year three gift at a later date.</p> <ul style="list-style-type: none"> • We are making progress in the area of fundraising. Development committee is functioning, there is an upcoming meeting with Sara Wool who is a very successful fundraiser. Deb Lichtenfeld will be involved in that meeting. • Discussion ensued. Questions about hiring Kochava. Concerns about development--how many large donors are really out there? Do we know what our members really want? • Naomi is in complete agreement with R. Amy. Feels that there's a hole on the bimah. People are accepting patchwork for this year but it's not sustainable. • Judy moved that the board begin the process of recruiting a full-time, professional, high-caliber, extraordinary cantor to become part of our clergy team. Wayned seconded. The motion passed. • Jessica moved to accept the gifts from the donors with conditions as specified in the donors' offer. Wayne seconded. The motion passed. Michael should convey our profound appreciation to the donors. • Marv will chair the search committee. Judy R. and Joanna will be on the committee. Grace will staff. Naomi is appointed. Judy Hershberg will think about it. Ari Sturgis has indicated interest. 	
	Siddur update (Marv)	<ul style="list-style-type: none"> • Had 3 informational sessions. First was well-attended, attendance declined from there. Had very positive responses. Religious committee voted to accept new siddur as our replacement siddur. • New siddur is about \$29 per book. Stulman foundation has 	

		<p>offered to purchase a number of them. Many members have come forward offering to purchase. We have funding for 200-225 siddurim. <u>No money will come from the general fund for this purchase.</u></p> <ul style="list-style-type: none"> • Marv moved that we proceed with collecting donations and place an order for the new siddur under the condition that we not take any money from the operating fund to pay for them. Judy seconded. Discussion ensued. The motion passed. 	
	Interim Finance Committee Chair	<ul style="list-style-type: none"> • Miriam is resigning as chair with our profound thanks. Michael appointed Bill Miller as interim chair. 	
	Treasurer's Report-Bill Miller	<ul style="list-style-type: none"> • See Treasurer's report in November 2017 Dropbox folder • Finance committee confirmed that no money was spent inappropriately from restricted endowment funds. • What is happening with money from Judaica gift shop? Money is going into a separate account. • John asked to see what kind of money is coming into kiddush fund. • Sarah moved to accept the treasurer's report. Judy seconded. The report was accepted. 	<ul style="list-style-type: none"> • Grace will talk to Natalie about where gift shop money is going. • "Building Fund" still needs to be changed to Facilities Fee • Since G'mach is no longer going to be part of the social action committee, we will need to create new line for G'mach • We will need a new line in budget to track Siddur donations and expenditures so it will be separate from Operating Budget
	Internal financial controls-Bill	<ul style="list-style-type: none"> • Finance committee is working on long list of recommended 	Bill will create a list of

		<p>controls (recommended by Alice Astarita). So far, they have worked on responsibilities of the board. There are six other parts.</p> <ul style="list-style-type: none"> • Wayne expressed concern about adopting just a portion of the document without looking at the other parts. Finance committee will send entire document to board prior to a future board meeting for approval. The entire document will be reviewed and adopted before June congregational meeting. • Bill will create a list of controls and changes that are already in place to present at congregational meeting on Dec. 11. 	<p>controls that are already in place prior to the Dec. 11 meeting.</p>
	<p>Rabbi assessment update</p>	<ul style="list-style-type: none"> • Sharon recapped assessment meetings and handed out assessment form to board. Form will also be given to committee chairs and parents of recent b'nei mitzvah students. • Discussion about ability of other congregants to give feedback. Possibly make a few changes to form to get feedback from congregants about how year is going. Could do a general survey about how we're doing. • Joanna suggested that b'nei mitzvah families have opportunity to give feedback immediately after. Tari, Grace, and R. Amy are in the process of creating a system for providing this feedback. • Several people expressed that the board/rabbi assessment should be between the board and the rabbi. • Michael noted that we need a semi-formal feedback procedure that would involve: a written form, training for the staff (how to respond, where the feedback goes), follow-up • Sarah will get the assessment up onto SurveyMonkey and send to the board and committee chairs and trustees 	<ul style="list-style-type: none"> • Action item: John will put on board calendar to establish goals for the board for coming year.f • Sarah will get the assessment up onto SurveyMonkey and send to the board and committee chairs and trustees • Jessica will synthesize info into a single document and send to board by Dec. 6th and will word a broad question to congregation to elicit feedback.

		<ul style="list-style-type: none"> • Jessica will synthesize info into a single document and send to board by Dec. 6th and will word a broad question to congregation to elicit feedback. • Judy motioned that in view of our limited time and the unusual nature of this past year, we continue with a limited board/rabbi assessment without committee chairs. Miriam seconded. More discussion ensued. Liz made the amendment that the assessment include committee chairs and trustees. Judy and Miriam agreed to amendment. Motion carried. • The new board and the rabbi will establish goals for the coming year. 	
	Rabbi's report	<ul style="list-style-type: none"> • Working with Roz Grossman on G'mach committee. Wants to do some education of congregation around G'mach. Roz has agreed to chair but wants someone else to organize spreadsheet of who needs help with what. Please let R. Amy know if you have any suggestions for someone to help. • G'mach committee will no longer be part of social action committee. Hoping to build committee with new people. Judy pointed out that budget line items will be affected. • Roz will also be helping with pastoral care at hospital. Working out how this will happen and how she will convey message that she's acting on behalf of OZ. • Rosh Hodesh groups. 2 new groups starting with periodic gatherings. • Holding b'nei mitzvah workshops. Seems to be going well. • Support post-election: synagogue was open day after election, people came in. R. Amy reached out to Imam Hassan and offered to support community. Has been in touch with Matt Vogel at UVM and Addison County Havurah. Was on VT Edition today--show about women and our place 	John should talk to Corbmans about G'mach committee moving out from under social action

		<p>in the world. Will be at VT state house tomorrow with other faith leaders to speak out against hate.</p> <ul style="list-style-type: none"> • Organizing a week-long program with College St. Congregational Church and VT Islamic Center, "Children of Abraham," to take place in February. 3 hours, Mon-Fri. Learning about each other's faiths and traditions. • UVM dedicated a new space for interfaith center. Hired an interfaith minister. • Michael noted that we will likely be organizing an interfaith seder around Passover. 	
	ED's report	<ul style="list-style-type: none"> • Had committee chair meeting--went well, will be doing quarterly. • Met with Intervale Center. They will do a lunch and learn. We will do an alternative walking service there. They've offered the space for a sukkot festival. • Shuk: Kay is stepping down. Grace is hoping to keep Shuk going through end of fiscal year and then wants to create a five-year vision. For the interim, Grace is planning to hire Karen (current Shuk employee) as interim manager. We would pay \$4 more per hour and give her 1 extra hour a day. Karen is very excited about this possibility. Wants to increase Barn Dollar program and continue giving back to community. Increase comes to about \$6,000 than is more than in budget. • Wayne moved that we approve this increase of approximately \$6,000 to the budget to cover the interim director's salary. Jessica seconded. Discussion about salary. The motion passed. • Considering purchasing ChaverWeb which will give members ability to make pledge payments, register for HS, give gifts online. • Please sign up to help with Chanukah party and to staff table 	<p>**include Shuk responsibilities document in folder</p>

		at VT International Festival.	
	Congregational meeting	<ul style="list-style-type: none"> • 2 mics will be set up. Board will sit in front. Need 4 people to staff tables to check in members. Liz, Miriam, Grace, and Sarah volunteered. 	
	Membership report	<ul style="list-style-type: none"> • We have 22 new families for the year • Everyone has a button/nametag! Hooray! Would like support from the board for the buttons. • If John is re-elected to the board, he will be a candidate for president. Should this all transpire, we will need a new chair for the membership/outreach committee. • Non-pledged members. Most folks have been called, some have been left messages. 	
	Development committee update	<ul style="list-style-type: none"> • Different arms of development committee have met at different times. People are working in the areas of bequests, large gifts, immediate fundraising/events, and giving around specific projects. • We have several capable and experienced people on board. • Annual appeal--we will meet in the afternoon and the evening of Dec. 1. Afternoon shift will be 1-4. Evening shift will be 5-8. Sharon is available to do short trainings before each shift. 	
	Mentorship (Wayne)	<ul style="list-style-type: none"> • sent email regarding board mentorship and orientation • good idea to identify potential board members as an ongoing thing • Sharon, Grace, and John will be meeting on Monday, Dec. 5 to discuss board training. The document that Wayne sent will be incorporated into our plans. 	
	Executive session	<ul style="list-style-type: none"> • Board went into executive session at 10:21 p.m. • Board exited executive session at 11:35 	
		<ul style="list-style-type: none"> • Sarah moved that as per the recommendation of the HR committee, we make no changes to health care benefits. 	

		Joanna seconded. The motion passed.	
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Adjournment

Liz moved to adjourn. Jessica seconded.
Meeting adjourned at 11:37 p.m.

Tabled items:

How do we accept rabbi/board assessment without a special meeting?

Next Meeting Date: