

Agenda and Minutes – OZ Board Meeting

Date: January 18, 2018

Present: Vivien Brown, Grace Oedel, Wayne Senville, Suzanne Brown, Sarah Kleinman, Rabbi Amy, Bill Miller, Naomi Barell, Karen Corbman, Miriam Sturgis. (Judy Rosenstreich via phone), Harvey Klein(trustee), Judy Hershberg (trustee)

Absent: Nat, Adam

Guests: Becky Wasserman, Eric Corbman, Steve Metz, Lila Shapero, Basha Brody, Mark Stoler

Facilitator: Vivien **Meeting Recorder:** Sarah

	Topic/Outcome - Who	Discussion	Action Steps
5:30-5:40	1. D'var Torah –Rabbi Amy		
5:40-5:50	2. Approval of minutes	We did not approve the minutes.	Sarah will send out Nov and Jan minutes for approval in Feb.
5:50-6:05	2. Board guidelines – Vivien - Calendar of board meetings - Attendance at meetings --Agenda/minutes --Meeting facilitation --E-mail/dropbox --Board dinners --Bimah	<p>Need to still pull together calendar of meetings.</p> <p>Attendance at meetings: board members are not supposed to miss more than two meetings; things happen; please try and clear your schedule to ensure you can make the meetings (calling in via phone does count towards participation).</p> <p>Meeting facilitation –We stick to times in agenda as best as possible; names will be called on in order identified; We will use a parking lot to note new topics brought up; make clear outcome of discussion</p> <p>Dropbox – a notice is sent via email if anything is added or updated; please make sure you have access and can review items</p> <p>Shabbat Bimah seating – in bylaws it says that bimah folks assist rabbi in conducting services, which is not actually the case. Board members on bimah generally assist rabbi to close ark and give out honors/read announcements. Used to be just president, was expanded to all board members and has recently expanded to committee chairs</p>	<p>Vivien will send out a calendar prior to Feb. meeting.</p> <p>Vivien will bring a timer to next meeting and we'll try it to give everyone an equal amount of discussion time.</p> <p>Please make sure you have access to dropbox and can review items.</p> <p>Vivien and Rabbi Amy will come up with a plan to evolve the bimah seating</p>

		<p>as well, in concept but less in practice. . There should always have a board presence, preferably president or vice president, when there's a b'nai mitzvah.; Rabbi Amy feels there should be more engagement outside of the board and committee chairs. We don't need to be formal; could evolve towards a bit less formal but without dishonoring traditions and history.</p> <p>Board dinners – currently the board is asked to pay \$100 for the year. ; We do need to cover costs; putting out a jar was suggested, but we're not sure a jar is the way to go; there's a bit of financial barrier as some potential board members may not want to or are able to pay it. We will ask for suggested donation.</p>	<p>If you've been billed for dinners; pay what you feel is fair</p>
<p>6:05-6:15</p>	<p>3. Amendment of motion from Religious Committee (see attachment 1, below) – Basha</p>	<p>OZ never allowed cremation to be buried in cemeteries historically. Religious committee reviewed perspectives on this topic; the Rabbinical Assembly just now gives a stronger nod to allowing the burial of cremation in a Jewish cemetery.</p> <p>At the November board meeting a a motion was made that under A. Jewish Burials: number 8 of the Cemetery and Funeral Policies of Ohavi Zedek Synagogue would be amended to read: Cremated remains may be buried in a section of Ohavi Zedek's North Avenue Cemetery that has already been set aside so that mixed religious families can be buried together and all procedures would be in conjunction with the Rabbinical Assembly guidelines. A motion was made to add the following which was left out: <i>No clergy of Ohavi Zedek Synagogue can officiate at the gravesite of the burial of any cremated remains</i></p> <p>There was some discussion about the following: Body must be present for funeral; but what about memorial service? Was there other discussion? Don't remember.</p> <p>The fees would be the same as is currently written.</p>	<p>Need to review bylaws to ensure the language indicates that body needs to be present for funeral – by religious committee</p> <p>Grace – please add this motion into the policies and add to the policy manual</p>

		Miriam moves that we accept the religious committee motion, Sarah seconds; 5 approve; 2 oppose; one abstain – motion passes	
	Purchase of new weekday siddurim	<p>Religious committee would like to purchase weekday prayer books for Sunday – Thursday and for shiva – the current siddur is too heavy to bring to someone’s home when shiva is there, and is missing key components. The new book would be Siddur Eit Ratzon.</p> <p>They are paperback and lightweight, and funds have already been secured by donors; 60 can be purchased by committed donors – still looking for another 10</p> <p>Siddur Eit Ratzon</p> <p>Sarah moves that we allow the religious committee to purchase the weekday siddurim; Judy seconds, one abstain, 7 in favor, motion passes</p>	Basha will work to make the purchase
6:15-6:25	4. Treasurer’s Report/budget update and timeline - Bill (see attachment 2)	<p>We are doing well on cash, pledges are still coming in.</p> <p>There is an \$88,000 shortfall that we’re trying to make up (from fundraising) – we are making progress.</p> <p>We still need to raise about \$53,000.</p>	
6:25-6:40	5. Rabbi report – Rabbi Amy	<p>Religious committee has good things going on with machzur – narrowed down to 2 choices; will try and raise money that will not impact other fundraising; will bring to the board.</p> <p>There has been tension between the front office and UVM Medical Center in relation to pastoral care. UVM Medical Center used to give information related to daily admittance—i.e., which OZ members were in the hospital. It became difficult when the hospital refused to share that information, but the problem has been fixed.</p>	

		<p>Rabbi Amy would like to form a para-rabbinical group at OZ to help with pastoral care and meet needs of congregation; would be looking for social workers, hospice workers, mental health professionals and those with skill in being with people during times of need. If anyone has suggestions, please send to Rabbi Amy.</p> <p>Interfaith – special project with Christ Church Presbyterian; on Jan 28 at 4 or 4:30 – sharing blessings, food and friendship.</p> <p>Tu B’shvat – members of community invited to participate; Jan 31 at 4pm; creative project with art, food, song and learning.</p> <p>First Congregational Church pulpit swap date being set; trying to set an April date. Rev Sally May is now at Mallets Bay and wants to collaborate on podcast conversations.</p> <p>LA Jewish Journal – political writer has a blog where he invites rabbi’s to discuss Torah portions; Rabbi Amy will be on this week.</p> <p>Working with Kochava on melodies and music planning; will be working to revive the music community</p> <p>Attorney General’s office making connections; fair policing conversation gaining traction; they are passing along resources and info.</p> <p>Feen Lecture this year will be a weekend event focusing on Israel and interfaith. Yossi Klein Halevi, an Israeli writer, will lead, and on Sunday will be joined by Imam Abdullah Antepli. . Funding is from Feen Lecture endowment and additional funding was made possible by OZ donor. Event is April 20 – 22.</p>	
6:40– 6:55	6. Executive Director report - Grace	Strategic Planning collaboration with UVM is beginning next week (David Hohehschau, professor). The goal is that each team of students will present their own version	

		<p>of an evaluation of OZ today, a vision, a strategic direction, action ideas and recommended priorities (6 teams); Feb 8 first gathering, March 8, more focused on evaluation; May class presentations.</p> <p>Applied for funds through Burlington Mayor's Office – to increase infant and toddler spots in preschool. Need another bathroom (toilet and hand washing sink – can't use group bathroom; needs to be exclusive to the preschool) ideally convert small office next to Grace's office to a bathroom</p> <p>Budget process about to start; committee chairs meeting and pre-budget process meeting – helped to articulate a plan; hoping for more collaboration; want deeper engagement from all committees. By the end of January templates of budget will go out to committees; mid-February finance committee will review. ; Board will do a macro-analysis rather than reviewing line-by-line at a board meeting. Board members can go to the budget meetings if interested in looking line by line details.</p> <p>Yurt is fully funded – \$18, 774 in account! Working on a zoning map; money is to build it and for some upkeep initially – ongoing operations will need to be funded and added to budget.</p> <p>A family is having an upcoming Bat Mitzvah and don't care for the folding chairs. This family has bought OZ 130 new chairs!</p> <p>Kitchen manager found - Richard Witting – private caterer; has worked in various restaurants; first 10 hours will be in barter; we will not pay him and he can use our kitchen for his own catering. There will always be a mesgiach there.</p> <p>Conference on sanctuary movement – immigration movement; April 15,</p>	
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		<p>Board appreciation luncheon on February 23 at Sweetwaters.</p> <p>Jump is looking for new board members.</p>	
6:55– 7:00	7. Executive Committee update/information – Vivien	<p>Meetings once per month in-between board meetings; includes Grace and Rabbi, talk about agenda items and identify things we will bring to the board – not a decision making group. Minutes of executive committee meetings will be sent to the board.</p>	
7:00-7:25	Minyan		
7:25-7:55	<p>8. Committees - Vivien:</p> <p>--Review of OZ committees</p> <p>--Division of labor – specific role for each board member, board members on committees</p> <p>--Communication between board and committees</p> <p>--Role of board vs committees (and staff)- how much does board need to approve?</p>	<p>There a a lots of committees – do we need them all? Can some be merged? Most committees do not have a board rep on them; we have many more than most synagogues. We don't necessarily need a board rep on every committee but more of a liaison – someone who can keep informed of what's going on</p> <p>Take Fern Hill off list – it's a separate corporation; Lila Shapero will bring pertinent info to OZ board when necessary and appropriate</p> <p>We need to clarify what committees can own in decision making and what needs to be brought to the board; any financial needs beyond what's in budget should come to the board.</p> <p>There is a lots of info in bylaws about committees and what they do.</p> <p>Board doesn't always know what's going on in committees.</p> <p>Some recommendations:</p> <p>--Merge security and house committee</p> <p>--Scholar in residence merge with events</p> <p>--Kiddush committee merge under religious committee</p> <p>--Inclusion is broad in scope</p>	<p>Board liaison does not need to go to committee meetings – they need to be in touch with committee chair and stay informed.</p> <p>Judy R and Vivien to meet about bylaws and suggested changes – develop a working group; anyone else interested please indicate to Vivien.</p> <p>Judy R will send the most updated version of the bylaws to board members after cleanup.</p>

		<p>--Education umbrella under which others could meet – adult ed, Hebrew school, preschool....could be more cohesive but still meet separately.</p> <p>We need to add youth committee.</p> <p>Define standing committees; ad hoc, working group, etc – look at bylaws first.</p> <p>Consider education, religious, facilities, finance = core committees that need liaisons.</p>	
7:55-8:25	<p>9. Work plan/timeline– Vivien/Grace -Hebrew School Principal contract; Rabbi contract; Cantor plan; Rabbi evaluation; strategic planning (update Tikvah 2020?); fundraising</p>	<p>Challenge about strategic plan and vision is that we have major decisions to make ahead of a strategic plan; we do need to id some goals and complete some action steps towards those</p> <p>May – outline of key pieces to inform a strategic plan provided</p> <p>June –</p> <ul style="list-style-type: none"> • Hebrew School principal contract needs to be completed (by June 30) • Membership forms go out <p>July</p> <p>Aug</p> <p>September</p> <ul style="list-style-type: none"> • work on rabbi amy contract) <p>Nov (by Nov 1) congregation informs Rabbi Amy regarding contract renewal.</p> <p>Fundraising efforts with new kitchen manager (dinner events) will be planned. There’s a purim related fundraiser in the works; online auction plan; bequest</p>	<p>Vivien will inquire about how Temple Sinai raised the funds they did in their online auction.</p> <p>Add to next agenda a plan for membership committee and how the board could take leadership.</p>

		<p>effort continues – development efforts are more focused on relationships and building relationships; focus on engagement; another idea is to have an annual honoree.–</p> <p>Could the board take on the membership committee; what does it involve? Could all board members engage more fully by contacting members regularly....could think through this more fully...we could find others who are more outgoing.</p>	
8:25-9:00	10. Executive Session	<p>Wayne moved at 8:04pm, Karen second –</p> <p>8:52 – Suzanne moved, Karen second, out of executive session</p>	
		OZ has a \$500 pledge for Vermont Interfaith Action – not been billed yet....we should cut a check since we promised it.	Karen send Grace an email to get this paid.
		Wayne moved to adjourn, Karen seconded, 8:53pm.	

Ohavi Zedek Board agenda attachment 1 – January 18, 2018 meeting

Number 3: Amendment of Religious Committee motion.

Motion was made that under A. Jewish Burials: number 8 of the Cemetery and Funeral Policies of Ohavi Zedek Synagogue would be amended to read:

Cremated remains may be buried in a section of Ohavi Zedek’s North Avenue Cemetery that has already been set aside so that mixed religious families can be buried together and all procedures would be in conjunction with the Rabbinical Assembly guidelines. (To Amend to add) *No clergy of Ohavi Zedek Synagogue can officiate at the gravesite of the burial of any cremated remains*)

The fees would be the same as is currently written.

Parking Lot:

N Ave burials for single people