

## Agenda and Minutes – OZ Board Meeting

**Date:** March 15, 2018

**Present:** Bill Miller, Sarah Kleinman, Miriam Sturgis, Wayne Senville, Vivien , Grace, Karen Corbman, Nat Lew, Harvey, Judy Rosenstreich, Suzanne, Adam Bluestein , Jessica Kane, Becky **Absent:**

**Guests:** Eric Corbman, Naomi Barrell, Judy Danzig, Gary V.

**Facilitator:** Vivien      **Meeting Recorder:** Sarah

	<b>Topic/Outcome – Who</b>	<b>Discussion</b>	<b>Action Steps</b>
5:00 – 5:30	<b>Board photos</b>		
5:30-5:35	<b>1. D’var Torah –Rabbi Amy</b>	New month of Nissan; And he called...(God calling to Moses)...to what are we being called?	
5:35-5:45	<b>2. Introductions and goal for meeting:</b> Vivien: To review agenda for tonight’s meeting. Constructive partnership with the rabbi and staff. Show five minute synagogue board video. Give out handouts. Outcome: to understand meeting agenda	Focus on constructive partnerships between board, rabbi and staff – respect, candor and honest communication.  Board binder handed out (in drop box as well)	
5:45 – 5:55	<b>3. Approve minutes and review action steps</b>	Wayne moved to approve minutes, Bill second, motion carries.	All –take time to complete the strategic plan questionnaire. Next session is March 22 – please attend from 5-7
5:55 – 6:00	<b>4. Brief introduction by each board member—30 seconds each</b>	Jessica Kane – in her third year; from Cleveland OH, lives in Vergennes now, Theodore (new baby) accompanies her.  Wayne Senville – in third year on board, retired, was a city planner in professional life.  Miriam Sturgis – long term OZ member, 4 <sup>th</sup> year on board, lives in Essex, newly a grandma. Served as treasurer	

		<p>Sarah Kleinman – is the Director of 4-H/youth programs at UVM Extension. In year 3 of Board term. Two children, one still in Hebrew school, the other a Nadav intern. Is Board Secretary.</p> <p>Bill Miller – Converted 3 or 4 years ago; second year on board, is Treasurer, does solar financing and development for work.</p> <p>Judy Rosenstreich – has lived in VT for 50 years, third year on the Board; retired from a career in public policy.</p> <p>Nat Lew - just joined Board; member of OZ 15 years, Chair of Fine Arts dept at St Mike’s College</p> <p>Adam Bluestein –new board member; lives in Burlington, two kids, one still in Hebrew school. Originally from NJ; freelance journalist and yoga teacher.</p> <p>Suzanne Brown – Second year on the Board, lives in S Burlington, has a family law practice</p> <p>Karen Corbman – second year on board; co-chairs social action committee with Eric</p> <p>Harvey Klein –trustee, in VT from Detroit for 44 years now, active synagogue members 22 years</p> <p>Judy Hershberg – trustee; Judy arrived from NJ in 1952 and joined (and met her husband). Was board secretary in 1970. First female president in 1985.</p> <p>Becky Wasserman – new board member; Attorney with state legislature. Has two kids; both in preschool here at OZ.</p> <p>Vivien Brown – retired in 2007; was director of human resources. Loves cats. Is now President (and was a number of years ago)</p>	
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<p>6:00 – 6:10</p>	<p><b>5. Grounding –Sarah</b>  --Orientation of board responsibilities, including attendance at meetings  --org chart – who’s who  --Robert’s Rules of Order  --COI statement  Outcome: to ensure all board members understand their role and responsibilities</p>	<p>Reviewed expectations; documents in folder. Attendance, confidentiality, supporting efforts of the synagogue, etc.</p>	<p>Rabbi A will get info to the Exec Comm about what is allowed and not with 501C3 status related to advocacy.</p> <p>Need to get fiduciary responsibility information to board (oversight it wasn’t in the packets). Grace will send.</p> <p>Need to update board of directors list. List of board members in alphabetical order, with terms listed, for ease of use, including contact information</p> <p>Grace will share conflict of interest policy; all sign the form once read</p>
<p>6:10 – 6:15</p>	<p><b>6. Religious Committee update – Nat</b>  Outcome: to inform the board of recent Religious Committee vote.</p>	<p>Big issue is about having the synagogue buy a new Machzor for the holidays; two open meetings are scheduled to learn more about the two options. March 25 (am) and March 27 (pm). Feedback from congregation is desired.</p> <p>Once determined, committee will make recommendation to board along with how to pay for the books. \$16,000 will be needed (give or take). Rabbi Amy has found a guarantor to ensure we have the books in time for the high holidays.</p> <p>A new weekday siddur has been purchased (and this is the weekday version of one of the machzor’s in mind)</p>	
<p>6:15 – 6:25</p>	<p><b>7. Treasurer’s Report - Bill</b>  Includes budget update. Discuss how board will handle budget in next few months.  Outcome: to understand current financial picture; make any necessary course adjustments; understand how the vision fits into and guides the big picture we’ve built thus far.</p>	<p>Two budgets are in the binder.</p> <p>The one sent via email; first page are the numbers, second page is the comments and explanations. More money in revenue this year, mostly due to pre-school....much more vibrancy and energy in the shul. We are doing more that’s worth more.</p> <p>Endowment is 40% unrestricted; we take about 4% each year.</p>	<p>Miriam will find figure for initial kitchen loan</p> <p>Next month board will be looking at the budget</p>

		<p>Deferred revenue is important; when we get a gift for a cantor, it is for the full time fully ordained cantor –not yet in use. That gift goes into deferred revenue (dollars being held for future use). Building fund goes into deferred revenue as well.</p> <p>Balances on loans are shown:  Kitchen balance is \$166,000  Mural loan (\$207,000)</p> <p>Looking like we’re going to beat our budgeted target; We will come in, if targets are on track, at \$51,000 loss instead of \$60,000 loss.</p> <p>In board packet –budget document is included. Last year’s format with lots of detail. This year will be less detailed with budgeted lines for each category (format also shared in binder). Board will have discussion on the larger items when finance committee presents budget. Vivien would like us to show income and expenses – a bit more detailed so there isn’t a concern that we’re not being transparent.</p> <p>7+5 means that we have 7 months of actual and 5 months of budget</p> <p>Income from last year – where is that detail? Look at the binder in detailed format; the old budget documents do not relate well to new budget format thus, you need to look at two different documents (cannot look line by line)</p>	
6:25 – 7:00	<p><b>8. Big picture/vision – Grace and Rabbi Amy</b></p> <p>--Strategic plan update</p> <p>--History of last couple of years, some of the actions/trainings we’ve done, assessing where we are</p> <p>--Reviews: mission training, smart goal workshop, USCJ leadership workshop,</p>	<p>Importance of relationships. It opens doors to other conversations.</p> <p>Summary of the past few years related to strategic planning and related conversations.</p> <ul style="list-style-type: none"> <li>• Lots of staff turnover and feeling of upheaval</li> <li>• New leadership; re-stabilization</li> </ul>	<p>Vivien will be doing twice a month office hours to build better relationships</p> <p>Rabbi Amy will share a visioning document that the board should discuss at a future meeting</p>

	<p>dues process, siddurs, Hebrew School, preschool, yurt, vision conversation  Outcome: to ensure all board members learn about where we've been and where we are currently focused and why; and to develop positive excitement about our future</p>	<ul style="list-style-type: none"> <li>• Breakdown of trust; major focus on rebuilding trust and community spark (and a breakeven budget)</li> <li>• Reaffirmed our vision; idea of relationships keeps coming up in many aspects –development, tradition but modernizing, etc..</li> <li>• Lots of new efforts to foster relationships; board calls, meet and greets with Rabbi Amy, Friday pot luck dinners, Shabbat lunches, holiday celebrations, etc...</li> <li>• Re-evaluated our dues fair share process; affirmed this process; moved to open seating however with high holiday seats and raised more money</li> <li>• Chose a new siddur; financial support was there for things that people really want</li> <li>• Pre-school! Brought in a good size group of younger members (and a new board member☺ ); created a place for younger families to be on a daily basis; this is growing; and have helped build a better connection with Fern Hill</li> <li>• Yurt project – in process!</li> <li>• Visioning conversations; many forms and modes; how to maintain history but adapt? Are we a JCC with a synagogue at its heart?</li> <li>• Key themes from Rabbi Amy's vision are that we are a quilt, we care about each other and we are welcoming to ALL. We are committed to diversity and more.</li> <li>• Partnering with UVM and strategic planning point – end this semester with a jumping off and have some concrete ideas.</li> <li>• Interfaith and social justice – major part of our community; many projects shared.</li> </ul> <p>Information related to trends and directions across the country are coming from Rabbi Amy and Grace's colleagues, journals, press, etc... This is not limited to the conservative movement.</p>	
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		Is low attendance at services a concern? We are many things besides a worshipping community – though we also need to pay attention to what our members need and want....need visioning discussion. Hard to compare to Christian churches – so many variables. All are declining in numbers but the jewish community is doing better (as said by Mark Oppenheimer)	
7 -7:25	<b>Break –Minyan</b>		
7:25 – 7:40	<b>9. Fundraising update – Grace</b> Outcome: to understand where we are with fundraising, where we'd like to go and board role	<p>Sharon Panitch, Kevin Morganstein-Furst, Deb Lichtenfeld, Mike Kanarick, Jeff Alpert = Development Team.</p> <p>Team believes we need to build a long-term strategic giving plan; need to educate around legacy giving, will/retirement plans, etc... Need to raise awareness, develop literature - takes some time. They would like to focus their energy on this activity, as it will net larger gifts for longer-term impact.</p> <p>The committee believes that we need to be developing deep relationships with members; put time and energy and thought into cultivating those relationships. We need to be more strategic in knowing who is planning to do this, so we can plan appropriately.</p> <p>Need to develop education around other manners of giving like stock transfers.</p> <p>Team had thoughts on Fern Hill money (through the land transfer); proposal will be forthcoming.</p> <p>Short term fundraising still needs to happen (but not for the energy of this development team). Board needs to be more engaged in this.</p> <p>Need to think through fundraising events. Engaging with Richard Whitting (kitchen manager)</p>	<p>Every other month check in on board engagement and outreach work. Add strategies for specific needs at each check in.</p> <p>Vivien will talk to Grace about fundraising events.</p>
7:40 – 8:00	<b>10. Report –Rabbi Amy</b> Outcome: To engage board in the work of rabbi	Mural committee has found new energy around redirecting and reinvigorating their future plan.	Jeff Potash will join at April meeting to share more about mural effort.

		<p>Original plan included the effort to create educational materials and a museum type space. The committee has been raising money for mural restoration primarily. This has not been successful. Redirection is now to focus around developing the historical and educational resources to build the center first. This being the place where we honor the immigrants who came to VT. Conversations are ongoing regarding educational materials and the space desired.</p> <p>Space; about aesthetics and cultural change. We have permission to give away the arks in the closet. But we need more voices to inform what to do with other furniture in small sanctuary. We need flexible, warm and inviting worship space. We need a plan for the space. How will we fund this? We should be thinking longer term and bigger – what’s the plan for all the changes? Pews? New building? New lighting? Need a longer term plan before moving on stop gap measures.</p> <p>Strategic planning has included questions around space and future; lets wait for the planning process to occur and explore what comes from those sessions; then put infrastructure around a process to think longer term.</p> <p>Board needs to lead this effort.</p> <p>Potential Israel trip – survey is being developed; has a colleague who runs Jewish educational tours in Israel. Edits will be made soon and we’ll then learn about who wants to do this and in what format.</p>	<p>Mural team should check out Rokeby Museum to get an example of what the mural museum could replicate.</p> <p>Need to figure out what to do about more plaque space as we are running out of space.</p>
8:00 – 8:15	<p><b>11. Report – Grace</b> Outcome: To engage board in work of executive director</p>	<p>How did engaging in outreach/membership go? (board members signing up for tasks). It seemed to go well, people enjoyed being involved where they felt comfortable.</p> <p>Exploring internet options for the building; looked at different options, getting quotes. Grace will bring a proposal to the board at the next meeting for a new plan.</p>	

		<p>Filed for the yurt permit. Waiting to hear back.</p> <p>Pre-school; adding one new infant teacher and welcoming 4 new infants to the program.</p>	
8:15 – 8:25	<p><b>12. Report – Hebrew School/Naomi</b> Outcome: To engage board in Hebrew School</p>	<p>Had a Nadav gathering with teens including discussion around #metoo, importance of speaking up and out...</p> <p>Makom Lamishpacha (family alternative program) –doing a moth storytelling and potluck this coming Sunday; story around Pesach</p> <p>Echoes the importance of building relationships; Naomi gets to build those with parents and children twice a week.</p> <p>Naomi is going to March on March 24 (it is Shabbat); she’s happy to gather OZ families there if others would like to join as a group (USCJ is sending groups from all over the country – they are traveling before Shabbat to DC)</p> <p>Had preschool out to house for sugaring event</p> <p>Open House for Hebrew school on March 25 along with Passover tasting event –please join.</p>	
8:25 – 8:40	<p><b>13. Moving forward – Vivien</b> Outcome: To identify major projects moving forward and establish timeline.</p>	<p>June congregational meeting – need to set a date</p> <p>Naomi’s contract – up July 1</p> <p>Rabbi Amy’s Contract – goes until next summer but there are deadlines for making some decisions, first one is November</p> <p>Kochava’s contract</p> <p>Strategic Planning -underway</p> <p>Peter Yarrow – already sold 111 tickets as of Thursday, March 15.</p> <p>Feen Lecture</p>	<p>Send Vivien suggestions of who the youth member should be. High school age appropriate.</p> <p>Create an annual event calendar that includes planning deadline dates</p>



		<p>Committees – moving towards liasions.</p> <p>Need a youth member on OZ board – part of our bylaws.</p> <p>Vivien will work on a schedule to manage this work. Need an annual calendar for events that are occurring.</p>	
8:40 – 9:00	<b>14. Executive session</b>	Judy moved to go into executive session, Nat second. Session starts at 8:34pm.	
		<p>Motion by Suzanne, Judy second. Suzanne accepts friendly amendment to congratulate. Judy accepts too.</p> <p>Motion reads: We offer Kochava a one year contract; either as is currently or, if she takes cantorial school, it is a part time position. Includes congratulating her for her acceptance and that we may begin a cantorial search in the Fall of 2018.</p> <p>Two abstentions. Motion passes</p> <p>Meeting adjourns 9:33pm.</p>	

**Judy moves to leave Exec session seconded by Suzanne**

**Action Items from February board meeting:**

- Please make sure you have access to dropbox and can review items.
- Vivien and Rabbi Amy will come up with a plan to evolve the bimah seating
- Karen send Grace an email to get VT Interfaith Action paid - completed
- Judy R and Vivien to meet about bylaws and suggested changes – develop a working group; anyone else interested please indicate to Vivien. In process.
- Judy R will send the most updated version of the bylaws to board members once completed; ensure updates include language about board liasions to committees.
- If you've been billed for dinners; pay what you feel is fair
- Grace will check to see what term length Becky will fill – options for each person; will be shared at next meeting.
- Need a member of the religious committee task force to come to the board with a proposal regarding revitalizing small sanctuary space
- Encourage kitchen committee and Kiddush committee to work together

- Judy, Harvey , Grace and Vivien will meet to flesh out a structure for committees to propose at the next meeting; Harvey and Judy will meet; in process
- Take the time complete the strategic plan questionnaire. Share it with others. (available on facebook page and will get posted to web)
- Have surveys available for Purim on Sunday – done.
- All board members should sign up on the outreach list that Grace shared.
- Rabbi Amy is looking for help to get out a survey to query the congregation about a potential trip to Israel – please reach out to her if you can help. Bill and Sarah are helping.
- Need to find Nov meeting minutes to approve
- Next Meeting –shorter orientation for board members; Nadav intern coming to take board photos- arrive early to next meeting if necessary - done