

# DRAFT

## Agenda and Minutes – OZ Board Meeting

**Date:** July 19, 2018

**Present:** Vivien, Nat, Judy R., Adam, Becky, Grace, Rabbi Amy, Wayne, Karen C. , Miriam, Jessica, Suzanne, Bill, Judy H.

**Board Members Absent:** Sarah

**Facilitator:** Vivien      **Meeting Recorder:** Wayne

<b>Scheduled time</b>	<b>Topic/Outcome – Who</b>	<b>Discussion</b>	<b>Action Steps</b>
5:30-5:35	<b>1. D’var Torah –Rabbi Amy</b>	<p>Rabbi Amy on Jewish state law passed in Israel. Law enshrines certain special status for Jews; and lessens status of Arabic as a language; it references Jerusalem undivided as a capitol. President of Israel Reuven Rivlan spoke against the bill.</p> <p>Rabbi Amy read poem, the Place Where We are Right by Yehuda Amichi .</p>	
5:35-5:45	<b>2. Approve minutes and review action steps—Vivien/Wayne</b>	<p>Judy made motion to approve minutes, Bill second; all approved. Motion carries.</p>	
5:45 – 5:55	<b>3. Budget / Quickbooks Review - Bill</b>  Outcome: for Board members to better understanding our accounting system, and receive a budget update.	<p>See handout on Ohavi Zedek's New Accounting Systems</p> <p>Question about Kesef and why we hired them for accounting management. Answer is that Kesef manages 70 synagogues around the country. They were brought on after we had a lot of financial turbulence here. The financial person at USCJ recommended Kesef. Cost is about \$32,000/year. Kesef also uses Chaverware, which we've also had for years.</p> <p>We are now integrated with Quickbooks without having to do a lot of extra work to generate reports; also less error prone; harder to hide info. now since it is directly input by Kesef. Kesef also processes payments for preschool.</p> <p>Bill goes over "classes" -- structuring of categories. Classes mean that each committee or department head gets their financial reports directly from QuickBooks without any conversion to Excel, plus we can give detail ledgers behind the financial reports easily.</p>	<p>Finance Committee Meeting: August 28th, at 5-7pm</p> <p>Board members: review Board member fiduciary responsibilities previously distributed.</p>

		<p>Comment: We need something for next year's congregational meeting that works better when presenting budget.</p> <p>Last year, \$5500 shortfall, compared to prior year where we had \$5000 surplus. If you look at variances, we were within \$19,000 of \$88,000 shortfall. Donations/fundraising was \$66,000 under budget. (See notes in Profit and Loss Budget Performance in Treasurers' Report.)</p> <p>When preschool has a surplus, half gets to be used by preschool, other half stays in operating budget as surplus. (Note: this needs to be repropose to Board for discussion and approval.)</p> <p>Restricted funds (not endowments); people make donations and expect that's a pot of money waiting to be used. This money has been spent generally. There are all sorts of accounts which roll over when extra money is raised. When we get money in for kiddushes, this money can only be used for this, so it is rolled over even if we have a loss.</p> <p>Question on fixed assets: what is 0 North Prospect Street? A Board member replied, Probably the Cemetery.</p> <p>Shuk and preschool: keep half to incentivize; the other half to operating funds</p> <p>Questions: Is there a way to break down program income? It is a large category: preschool and shuk, and dues, and Hebrew school tuition. Donations/fundraising and special project fundraising are handled separately. Can we separately show dues? Unclear what administrative/program contains.</p> <p>We should all be clear on Board's fiduciary responsibilities. Info on this is in everyone's Board packet.</p>	
6:25 - 6:40	<p><b>4. Rabbi's Report -- Rabbi Amy</b></p> <p>Outcome: To continue to inform Board of Rabbi Amy's work.</p>	<p>Rabbi was at Hartman institute in Jerusalem for two weeks.</p> <p>-- many colleagues talked about synagogues struggling. Declining percentages of people interested in membership. Future will involve change; we need to be in front of this.</p> <p>-- Before Rabbi went to Israel, rally in Battery Park on family separation. One thing that came from this, Peace &amp; Justice Center reached out to Rabbi; time to heal some old wounds.</p>	

		<p>-- Meeting today at Burlington Police Dept. with clergy. Discussed how recruitment and training is done, and need for it to be more racially balanced. Rabbi invited to join Task Force for Fair Policing.</p> <p>-- Nat and Deb had raised the money for the new Mahzor. We now have (almost) enough money to avoid also having to dip into Rabbi's discretionary fund. Middlebury Hillel is piggybacking with us.</p> <p>-- This Saturday night is Tisha B'Av -- important night of mourning .</p>	
6:40 – 6:50	<p><b>5. President's Report – Vivien</b></p> <p>Outcome: update on misc. items.</p>	<p>We have new NE Kehillah District Manager: Miriam Abrams-Stark.</p> <p>High Holy Day planning Sue Schein - head usher for Rosh Hashanah Basha Brody - head usher for Yom Kippur</p> <p>Discussion about annual appeal; should we do it earlier, in October or in early November? Should we do it as a group</p>	<p>Connect with new Kehillah Manager and find opportunity to invite her to OZ.</p> <p>Set date and location for annual appeal phone calls.</p>
6:50 – 7:00	<p><b>6. Committee Updates</b></p>	<p>-- Karen reports on social action; migrations &amp; sanctuary work group; first of set of meetings on Sunday, July 22</p> <p>-- Stopping Stones: Jeff Potash found location in Burlington right outside of Ski Rack. First meeting on that on July 24 at 10:30am</p> <p>-- Adam: no major issues with Hebrew School and Adult Education.</p> <p>-- Judy Hershberg: Lunch and Learn will start of Sept. 24th; will be nine programs, instead of eight.</p>	<p>Need to develop communication strategy to engage the conversation</p> <p>Executive committee needs to build a recommendation to bring back to board about what to do with plaques</p>
7:00 - 7:25	<p><b>7. Minyan</b></p>		

<p>7:25 – 7:50</p>	<p><b>8. Political Activities Discussion – Vivien &amp; Rabbi Amy</b></p> <p>Outcome: To review and discuss rules concerning OZ involvement in "political activities."</p>	<p>Rabbi Amy: ongoing conversation on what we can do when it touches on the political. Rabbi had impression that OZ policy was a little stringent.</p> <p>-- Rabbi Jonah Pesner (Religious action committee in WDC; part of Reform movement) provided Rabbi Amy with "To Do Justice" as guide for congregations. It also referenced "Speak Truth to Power" (which goes into more detail).</p> <p>-- Suzi Wizowaty (in her correspondence) reviewed the first document. She boils it down:</p> <ul style="list-style-type: none"> <li>+ things that are always acceptable.</li> <li>+ important to understand the definition of "lobbying."</li> <li>+ educational efforts not lobbying unless directed towards passing or opposing a specific piece of legislation.</li> <li>+ some things always prohibited.</li> <li>+ some things acceptable to a degree ("insubstantial" test).</li> <li>+ two kinds of lobbying (direct = on specific legislation) (indirect = encouraging others to contact legislators on specific legislation) -- 5 to 15% of budget is usually OK.</li> </ul> <p>-- Some discussion about VIA and their role</p> <p>-- Difference between IRS concerns vs. policy differences within the Congregation.</p> <p>Does someone want to formulate a policy? Concern raised about adopting a policy, as this can reduce flexibility in dealing with different situations.</p>	<p>Read correspondence on 501(c)(3) prepared by Suzi Wizowaty (part of July Board meeting packet).</p> <p>Unresolved: should OZ develop policy on political activities.</p>
<p>7:50 - 8:00</p>	<p><b>9. New Members -- Vivien</b></p> <p>Outcome: To vote on new members and discuss how to handle new member approvals moving forward.</p>	<p>Vivien distributes list of new members since July 1, 2017.</p> <p>Comment: we need a welcoming committee for new members. Also this year a number of people joined to get cemetery plots.</p> <p>corrections: Joan Robinson with Suzi Wizowaty Adele's husband is Dan</p> <p>Motion to approve new members by Nat, seconded: Jessica -- approved unanimously.</p> <p>Adam: We should have discussion on membership / membership committee; should do this for August</p>	<p>Unresolved: should OZ develop policy on political activities.</p>

8:00 - 9:30	<b>10. Executive Session</b>	<p>Motion to go into Executive Session: Nat, seconded by Bill. Approved unanimously.</p> <p>Motion to go out of Executive Session: Jessica, seconded by Karen. Approved unanimously.</p> <p>Motion to adjourn meeting by Nat; seconded by Jessica. Approved unanimously.</p>	
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**Ongoing Action items:**

- Bimah seating - not dealt with yet (after High Holy Days)
- Work still being done on small sanctuary space
- Board succession planning: ongoing
- Suggestions for future: still ongoing

**Action items from July board meeting:**

- Finance committee meeting on August 30 to discuss how to allocate \$20K from Fern Hill boundary adjustment
- Board members: review Board member fiduciary responsibilities previously distributed.
- Connect with new Kehillah Manager and find opportunity to invite her to OZ (after High Holy Days)
- Set date and location for annual appeal phone calls.
- Executive committee needs to build a recommendation to bring back to board about what to do with plaques
- Unresolved - should OZ develop policy on political activities.