**Meeting Minutes - Ohavi Zedek Board of Directors**

**Date:** April 11, 2019

**Present**: Vivien Rabin Brown, Rabbi Amy, Lila Shapero, Grace Oedel, Wayne Senville, Karen Parchem Corbman, Bill Miller, Adam Bluestein, Zoe Panitch-Hecht, Naomi Barell, Sergey Shpaner

**Trustees:** Judy Hershberg, Harvey Klein

**Absent:** Judy Rosenstreich, Mindy Evnin, Nat Lew, Jessica Schechter Kane, Suzanne Brown\*

\*resigned from board

**Facilitato**r: Vivien

**Meeting Recorder**: Adam

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|  | **Topic/Outcome – Who** | | **Discussion** | **Action Steps** |
| 5:30 - 5:35 | **D’var Torah – Rabbi Amy** |  | |  |
| 5:42 - 5:44 | **Approval of Minutes – Vivien** | Bill moves to approve, Wayne seconds. Approved by vote. | |  |
| 5:45 - 5:48 | **Hebrew School report - Naomi**  Outcome: To update the board on ongoing work | Naomi was at conference this weekend and made lots of connections for new Kitah Zayin project. Program for 7th and 8th graders will consist of once-a-month Sunday class with Temple Sinai, plus Wednesday classes and “home” education. Field trips every 4 to 6 weeks; several outings already planned. Hebrew School finished May 12 with commencement to recognize grads and educators. All are invited to attend. | |  |
| 5:48 - 5:53 | **Fern Hill report – Lila Shapero**  Outcome: to update the board on Fern Hill. | Fern Hill has had incredible year. Construction of the addition is completed, including new community space, elevators, meeting room. There have been upgrades to electrical system. Hope to have a celebration: May 9, pending landscaping. Board will get invitation to attend.  There are a number of joint projects with OZ, including Max Lorber-Lew’s art project (see new artwork near elevators) and “music together” with preschool families and residents. First session was Sunday with Joanna May leading. Toby Panitch-Hecht is facilitating this as his BM project. Additionally, Fern Hill and OZ will jointly come up with ideas for the Fern Hill garden space. | | If board members want tour, let Lila know or let office there know. |
| 5:53 -6:08 | **Rabbi’s report – Rabbi Amy**  Outcome: To continue to engage board in work of the Rabbi | Spring is busy. Events will include Israel Independence Program, May 9. We are partnering on cultural program that evening. Judy Chalmer co-chairing.  Rabbi shares draft document “Toward a Moral Economy,” which she is revising with other religious leaders to make basic principles more clear and direct. Looking for suggestions of human stories to add to this document.  The Rabbi made two trips in last month: Women at the Wall in Israel and El Paso visit, with HIAS and T’ruah. There are hundreds if not thousands of people who need legal help. Now, 95% chance that asylum seekers will be sent back if they come through El Paso. So there is effort to get people to other places. Toured detention center for 1,000 young men. “It’s a prison.” Visited shelter for children in Juarez and a section of wall. Encountered a Jewish woman from Honduras on Mexico side. Jewish groups working with them because they know what they’re doing. Rabbi has list of suggestions for our community of things we can do to help. Catholic relief agencies are doing great job.  Rabbi and subcommittee of Religious Committee are exploring b’nai mitzvah alternatives and potential changes to Shabbat services. Scheduling May 5 event with regular Shabbat daveners and parents, with goal to make proposal for subcommittees. Harvey working to help in thought process. Jason Lorber will facilitate. Any thoughts? Share with Rabbi. | |  |
| 6:09 – 6:11 | **Investment Policy and Endowment Withdrawal Policy documents –** Bill  Outcome: To review updated documents and vote on approval. | Review of new documents that reflect changes suggested at previous board meeting. Sergey motions to approve, Becky seconds. Approved by vote. | |  |
| 6:12 - 6:20 | **Executive Director’s Update -** Grace  Outcome: To update the board on ongoing work | Thinking about ways to react to crisis at border. We can use Haggadah to highlight crisis; adult education doing Haggadah-making workshop.  Another issue coming up is religious sanctuary for refugees. Quaker Meeting House is mostly likely house of worship to host a person needing sanctuary because they have apartments, but they are wary of taking on project alone because of enormous amount of work. If they take someone in, our community will help as “sanctuary partners.” Right now there is a mother with a baby who needs a place for 1 to 2 months, seeking sanctuary, and Friends is discussing. Another woman with two children who has legal status is looking for apartment and tutoring for kids. Any way we can help spread word, make person-to-person connections? Becky will speak with her husband who works on housing re potential “friendly” landlords. | |  |
| 6:20 – 6:40 | **Social Action Advocacy document –** Grace and Michael Schaal  Outcome: To review Social Action Advocacy Document and vote on approval. | Draft document on social-action advocacy policy distributed for review. Discussion of specific language and definitions to clarify (1) Who does this document apply to? (2) What situations does it apply to?  Generally, we are talking about people who are “representing” OZ explicitly, and “statements” when there is time to prepare a response.  Michael: What if local paper calls for a comment? Can the Rabbi just answer, or does she need to get approval? What is Rabbi and OZ president don’t agree on response?  Grace: Need to strike a balance, so that process isn’t so cumbersome that we can’t respond to the world, but we have a “check” if Rabbi knows ahead of time she is going to testify to a committee, for example.  Wayne: It would be helpful to have other lawyers (on the board) weigh in. | | Lawyers, please review the document and bring suggestions back for a future board meeting. |
| 6:42 – 6:54 | **Executive session** | Bill moves, Adam seconds to move into Exec session. Approved. Bill moves, Sergey seconds to exit executive session. | |  |
| 6:54 – 7:00 | **Fundraising strategies and board tasks -** Grace  Outcome: To review fundraising strategy document and assign board members to specific tasks | Grace distributes breakdown of fundraising “jobs” that board members can sign up for, with aim of closing impending budget shortfall and establishing sustainable fundraising practices that will continue to benefit OZ. Board members should sign up for an area they can commit to. Those present would like to seriously think about the tasks outlined in the document before signing up. | | Grace will send email about fundraising assignments to board, so that members can sign up. |
| 7:00 – 7:25 | **Minyan** |  | |  |
| 7:30 - 9:05 | **Budget review** – Bill  Outcome: To review 2019/20 budget for potential approval in advance of next Congregational Meeting | Sergey: We need an easy way to see why there are differences between projections and actual budget. Can we flag line items with significant change and explain? This would be useful for Congregational Meeting.  Bills walks through the “Board Analysis” tab.  Q’s about preschool sharing percentage; correction made.  Adam: Is there a way to potentially break even on Hebrew School? Generally, Hebrew School operates with a loss, but pays other benefits in increased memberships. Question: Can we encourage membership by raising non-member tuition?  Becky: Think about how best to encourage lifetime engagement.  Continued discussion of line items. Sergey, Wayne not comfortable voting on budget without really understanding how to explain significant discrepancies to congregation. Example: Why is there $11k difference between Hebrew School actual and projected revenue? Bill explains that it’s hard to assess right now because current year actual numbers still changing. Harvey suggests looking at last full actual year compared to the proposed budget, rather than current year.  Following that, the board agreed to spend five minutes reviewing the Hebrew School budget this way, comparing 2017-2018 proposed vs actual budget. This seemed helpful, and all agreed to continue with this approach at next board meeting. When she sends out notice of Congregational Meeting, Vivien will note that the budget will be sent separately, at a later time. Bill and Grace will rework narrative summary, focusing on areas of significant delta. Wayne moves to adjourn, Sergey seconds. 9:05 adjourns. | | Bill and Grace will present updated draft budget with analysis for board discussion at next meeting. |

**A. Action Items**

Ongoing items:

* Work with Religious Committee on Small Sanctuary comprehensive design proposal (memorial plaques, options for Main Sanctuary) to give us perspective on what to do next. ( **Nat following up later in April. Adam will ask Hebrew School parent about help.)**
* Invite new Kehillah Manager to visit OZ. **Vivien.**
* Succession planning: **Wayne, Judy, and Grace** to form subcommittee to work on this.
* Add to The Voice more info about ways to give and the funds that are available and what they are for. **Vivien reaching out to Bill.**
* Continue hunt for new Treasurer.
* Have presentation, when possible, on pros/cons of an ethical investing approach for endowment. If we decide to pursue an ethical investment portfolio for endowment, make sure to publicize among members and broader community.
* Security training for Congregational meeting? Krav Maga training? **Grace**
* Make decision about proposed “2-year rule” for b’nai mitzvah. **Adam and Naomi sending survey to Hebrew School families about barriers to membership.**

**B. For Future Discussion**

* Consider audit, budget meetings ahead of Congregational Meeting to help others learn more.
* Review endowment being paid back over 30 years and contribute surplus to this, reducing term.
* USCJ affiliation and interfaith marriage
* staffing models—program designs/ core program areas/ hopes for growth
* organizational and facility models (JCC, multiplex)
* development /engagement/relationship building
* other long-ranging questions: buildings, growth