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

**Date:** May 16, 2019

**Present**: Vivien Rabin, Rabbi Amy Grace Oedel, Adam Bluestein, Wayne Senville, Bill Miller, Karen Corbman, Sergey Shpaner, Judy Rosenstreich, Zoe Panitch-Hecht

**Absent:** Mindy Evnin, Becky Wasserman, Jessica Schechter Kane, Naomi Barell, Harvey Klein

**Trustees:** Judy Hershberg

**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 | From “The Book of Miracles: Find what’s broken and to repair it. This is 27th day of Omer, focus on bonding and endurance. Friendship is one of most important things we can do for Tikkun Olam | |  |
| 5:39 - 5:40 | **Approve minutes and review action items** - Vivien | Wayne proposes change in language about Fern Hill garden (minutes updated). Nat moves to approve minutes approved as amended, Wayne seconds. Approved by vote. | |  |
| 5:40 - 5:49 | **Ongoing action items** - Vivien  Outcome: To update board on progress | Updates reflected in new action item list, below.   * Hunt for Treasurer continues. Judy asks if we should go back to model where ED does most of the budget-making work and Treasurer reviews that, writes checks, etc. ED should be chief budget writer IMO. Bill says that Gary Visco is willing to step up for Treasurer in September and Bill would stay on till then. * Currently there are 11 board members; we can have up to 13. Nat will be out Sept. - Dec. on sabbatical in Tel Aviv. Should we bring on new member? | |  |
| 5:50 - 5:55 | **Executive Director’s Update -** Grace  Outcome: To update the board on ED’s ongoing work | * From Homeland Security grant request, we are getting about 2/3 what we asked for, including funding for new glass, panic button, krav maga training, and key fob system. Funds will be released from FEMA, then the state has to apply for FEMA. The state needed some additional historical permitting stuff, which has been submitted. * Learned that the air systems had not been checked in over a decade. Had some of that work don, but plan to do in chunks, with next part in next year. * Richard Finkelstein started doing membership and outreach, meeting and getting feedback from new members. He would welcome people want to join him. * Preschool had surprise inspection, from state licensor. Was favorable, except that preschool can’t use playground anymore because it’s not rated for their ages. Talked to a funder about fencing in another area to make a natural play space. * We had outdated wastewater permit -- workiing with city wastewater person to do that. * Jeff Potash, Linda Kelliher, and Suzi Wizowaty are trying to put together a team of people outside board and staff who want to help make big projects happen. * Nice VPR story on Grace going to NOFA this morning! | |  |
| 5:55 - 6:00 | **Executive Director Recruiting Update** – Grace/Vivien  Outcome: To update board on status of search for new ED | There are four candidates and a search committee is being put together. We will likely want to make offer before next board meeting, says Vivien. Board needs to approve the hire -- we will figure out a way to do that virtually somehow. Vivien and Wayne will work together to negotiate hire, with a salary range from the board. Nat moves to enter executive session, Adam seconds. | |  |
| 6:00 - 6:45 | **Executive Session** | Nat moves to exit executive session, Bill seconds. Exit executive session. | |  |
| 6:45 - 6:47 | **Executive Director Recruiting Update, cont.** | Nat moves to approve agreed-upon cap on offer for new ED, plus additional flexibility re insurance. Sergey seconds. Motion passes on vote. | |  |
| 6:47- 7:00 | **Security Update** - David Rome, Vivien  Outcome: To decide on next steps for OZ security | David is working with others, including Gary Margolis, on security issues. Vivien and Grace on the committee. Vivien: We have made a decision not to keep doors open even during services. Using volunteers to monitor door wasn’t working. Rabbi: Secure Communities Network and others have advised us to have doors locked. Almost everyone we spoke with suggested having a security guard. The challenge is how to also bring people in. Last two Shabbats we had a Burlington police officer, at $68/hour. Other options for coverage include retired police, or could hire someone with a job description. Specifically looking to cover services and holidays/events, but David says we should have 500 hours a year that includes services as well as random other times. Need to put about $20k in budget for this. This would be about $67 per member family. Should we add a “security fee” in next dues letter going out, or do in separate fundraising letter? Nat asks if there is some way to come together with other organizations in Jewish community to share resources and save money? Judy R.: It is important to come together as a community around security. | |  |
| 7:00-7:30 | **Minyan** |  | |  |
| 7:35 - 8:00 | **Security, cont.** | Karen: Hebrew School is a busy time, too, not just services. If we don’t have guards for that, must focus on “hardening” building, make sure congregants know code. Nat: Where do we invest -- guards vs. investments in building? Judy R. asks why board was not consulted on policy decision to keep doors locked? Vivien: The board is not called in for every decision. Judy says that it was a major decision that should have come to board but knows why decision needed to be made.  Discussion about the safety training component of the Congregational Meeting, need to balance preparedness vs. fear and anxiety. Zoe has question about whether Hebrew School staff and madrichim have all had active-shooter training. Naomi got training but we need check how that information was passed on to staff.  Returning to issue of security fee, Wayne moves to authorize President with Executive Committee consultation to set additional line item for “security” in dues form. Judy second. Vote to approve motion. | |  |
| 8:00 - 8:08 | **Congregational Meeting** – Vivien  Outcome: To finalize Congregational Meeting agenda | Active-shooter training will start at 9 am. Budget review starts at 10:30. Meeting can go slightly longer.  Nat: What are we endorsing with the shooter training? Want an intro remark about what this is for. Vivien and Rabbi agree. Rabbi will do the introduction. Vivien will send announcement tomorrow, making clear there are two components of meeting, you can choose what to come for. | |  |
| 8:10 - 8:30 | **Rabbi’s report** – Rabbi Amy  Outcome: To continue to engage board in work of the Rabbi | * Arrangement with Cantor Steve is finalized , and he arrives July 1. He will need some time to get up to speed. Nat is helping him find a place to live, get acclimated. Rabbi is gone for 2 weeks to study in Israelwhen he is first here, but she will schedule phone times with him. Made list of things to do in first week. His first service is July 4 weekend, so please come and bring friends if you’re here! * Regarding new cantor’s immigration status, Vivien has been working with his previous lawyer, all forms are submitted, and fees look to be about $2,900. Once forms are received, we have 240 days to have him work until R-1 is approved. Then it is 2 or 2.5 years till next R-1 renewal but he will probably apply for a Green Card in the interim . * Big programs coming up. Interfaith seder is rescheduled to be Interfaith Shabbat Experience, highlighting peace and freedom themes, on June 21. Will be catered meal, people asked to pay in advance. * Saturday, June 22, is Kiddush lunch for Kochava. May 25, Kiddush lunch for Miriasha. * June 8, Saturday night of Shavuot, we have 8 workshop sessions planned for evening, multicultural learning event with Temple Sinai, here at OZ. * May 31 - Shabbat at Lake, at Oakledge. * May 23 potluck dinner College St. Congregational Church to share and brainstorm social action project to do together. * Wayne: June 20 - Fern Hill open house. * Rabbi is concerned that Friday night attendance is down to nothing. No energy. Need help Friday night between now and when Steve gets here. * There will be a gathering of faith leaders at White House on June 12 to stand up for morality of our traditions; Rabbi is considering going. | | Come and bring friends for Cantor Steve’s first service, July 6.  Come to Friday night services! |
| 8:30 – 9:10 | **Budget review** – Bill  Outcome: To review 2019/20 budget for board approval and presentation at Congregational Meeting | Bill reviews new budget document to be shared with congregation. Sergey would like more narrative about budget, highlighting the most important things happening in budget. How have we departed from the budget? Judy points out that we do not generally follow a corporate governance model, but a normal nonprofit model, and don’t necessarily need to explain variances. Sergey and Bill agree to work together on a short PowerPoint presentation explaining key points in budget. Judy moves to approve budget as presented by Treasurer, Karen seconds. Discussion: Wayne is reluctant to approve budget, based on concerns having to do with cantor budget. Vivien hopes that there will be a lot more fundraising with Steve’s help. Sergey asks why we don’t put additional fundraising goal right into the budget, rather than showing it as “unfunded shortfall,” as we now do. Bill points out that there is no manager for “fundraising” item in income. Grace says that the community appreciates having a “real” budget. Motion is approved by vote with none opposed. | |  |
| 9:10 - 9:18 | **Miscellaneous** | Judy points out new, sustainable tablecloths that Raul bought. Simcha announcements. Wayne moves and Sergey seconds to adjourn meeting. Meeting adjourned. | |  |

**A. Ongoing Action Items**

* Small Sanctuary design proposal: Nat
* Invite new Kehillah Manager to visit OZ. **Vivien.**
* Succession planning: **Wayne, Judy, and someone else for subcommittee to work on.**
* Add to *The Voice* more info about ways to give and the funds that are available and what they are for. **Vivien, Bill for July/August Voice**
* 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.
* Krav Maga training?
* Make decision about proposed “2-year rule” for b’nai mitzvah. **Review Hebrew School survey on membership this meeting.**

**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