

## Agenda – OZ Board Meeting

**Date:** **Thursday**, September 19, 2019

**Present:** Board Members: Vivien; Becky; Judy; Jessica; Bill; Karen; Sergey; Wayne; Zoe.

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

	<b>Topic/Outcome – Who</b>	<b>Discussion</b>	<b>Action Steps</b>
5:30 - 5:35	<b>1. D'var Torah – Rabbi Amy</b>	Jewels of Elul project. Solicits a jewel from different people for each day of Elul. Can subscribe to them. This is for Elul 9: we are our senses; our emotions. Focus on the wholeness of the universe; the source. “By your light do we see light” from Psalms.	
5:35 - 5:40	<b>2. Approve minutes and review action items—Vivien</b>	Bill moves to approve. Becky seconds. All in favor. Review of action items. Sarah to speak to security coverage issues. Judy mentions idea of succession planning for Treasurer position. Wayne and Judy to meet to discuss succession planning.	
5:40 – 5:45	<b>3. Rabbi’s report – Rabbi Amy</b> Outcome: To continue to engage the board in the work of the Rabbi	High Holy Days preparation with Cantor Steve.	
5:45 – 6:25	<b>4. Security – Sarah/Vivien</b> Outcome: To review information concerning ongoing security and HHD security	<p>On Security: Police coverage for all of High Holy Days Management Safeguards proposal of 40K was not in our budget GMCS (Green Mtn. Concert Services) — great option; unarmed guards. Recommended by Gary Margolis. \$29/hour plus admin fee. They only bill in four hour increments. \$304 per Shabbat. \$15835/year — with no management fee.</p> <p>Sergey: what kind of protection? Provides a deterrent presence. Sarah: Was on USCJ conference call: most small communities don’t have armed guard; most are unarmed. About half of congregations don’t have any security. Board discussion of use of unarmed guards.</p> <p>Sarah: where more than 100 people are expected, and are advertised, these are where security would make more sense. Can build this into fees. Whether they are armed or unarmed, not sure.</p> <p>Vivien: do we then keep the door locked? — what to do on Shabbat?</p>	

		<ul style="list-style-type: none"> <li>— can cellphone be set to vibrate?</li> <li>— Karen asks about doing this on Friday night since Raul is not here then. Rabbi says this is OK.</li> <li>— Discussion of idea of having some staff member available for Friday nights, and difficulty of doing that.</li> </ul> <p>Rabbi: spoke with Mike Schirling. Suggests consortium of congregations; joint application improves the odds of getting security grants. Suggests everyone should carry pepper spray. But his biggest concern is cyber security. Some discussion of what data may be at risk.</p> <p>Rabbi Amy: In terms of physical security, if we can't get police support from Burlington Police Dept. next stop is Chittenden County Sheriff's Dept. If not available in Chittenden County, then Lamoille County. This relates to paid coverage. Need to give these organizations 7 days notice.</p> <p>Some discussion of pros/cons of having congregants take turns being at the door.</p> <p>Sarah asks if preference is for armed security for events. Large management fee for private companies. But with police, no guarantee of their availability.</p> <p>Jessica: what if we coordinate this with security committee? People will then get some training in what to look for. This would be a volunteer job.</p> <p>After discussion of security issues:</p> <ul style="list-style-type: none"> <li>— consensus that no professional security needed on Shabbat.</li> <li>— consensus that for events over a certain size, need for security, preferably armed.</li> <li>— consensus that doors remain locked during Shabbat.</li> <li>-- consensus that should have Security Committee meeting. Vivien will talk with David Rome, Chair of House Committee, about this.</li> </ul>	
6:25 – 6:30	<b>5. High Holy Days board roles—</b>	High Holy Day Board roles: sign up for Bimah; ushers needed.	

	<b>Vivien</b> Outcome: To ensure that board members are clear on their HHD roles		
6:30 – 6:35	<b>6. Executive Director’s report - Sarah</b> Outcome: To continue to engage the board in the work of the Executive Director	Voting on accepting new OZ members. Michelle and Steven Barth; Elisa Freeman and Brett Smith; Kayla Silver and fiancé Trenton Enders; Cara Feldman-Hunt and Ron Hunt; and Brenda and Leonard Gluck.	
6:35 – 6:40	<b>7. Small sanctuary renovation update – Rabbi Amy</b> Outcome: To update board on information received concerning potential renovations to small sanctuary	Update: small sanctuary and main sanctuary renovations: proposal by a designer is going first to Jeff Potash’s group (see prior meeting minutes on this group). Judy R. requests copy of proposal; Vivien will send it to entire Board.	

6:40 – 6:45	<b>8. Preschool report - Erika</b> Outcome: To continue inform the board in Preschool activities	7 new children in preschool. Fence has been installed. Sunday, Oct. 6th work day. Now have 3 stars in quality rating. We get \$1500 grant for getting a third star (most you can have is 5). -- 56% of preschoolers are from OZ member families; over 70% are Jewish. -- Now have first preschool graduate enrolled in Hebrew School. -- Mentions community wide workshop on how to talk to children about race; Sunday, Jan 12th and 19th during Hebrew School hours.	
6:45 – 6:50	<b>9. Board committee liaison roles – Vivien</b> Outcome: To review and update board committee liaison roles (see attachment A)	Vivien: Be in touch with Committee chairs you are liaising with. Jessica expresses possible interest in serving on the Religious Committee.	
6:50 – 7:00	<b>10. Hebrew School report – Naomi</b> Outcome: To continue to engage board in Hebrew School activities	-- Sunday was first day of Hebrew School; came off very well. -- Sunday was first day of Kitah Zayin — went to Shelburne Orchards; learned about agricultural practices. -- Community Shabbat this weekend. Pot luck. Hebrew School families are invited. -- Sunday is opening event for the 11 Nadav teen interns; possibly two more. A variety of internships, including video profiles.	

		-- 48 kids in OZHS currently; possibly two more; and three new teachers this year.	
7:00 – 7:25	<b>11. Minyan</b>		
7:25 – 7:35	<b>12. Treasurer’s report – Bill</b> Outcome: To update the board on budget issues (see attachments B & C)	Budget includes \$41.6K in "how are we going to raise it" funds. -- Vivien says she and Sarah are working on major fundraising proposal. -- Nov. 23 will be the Calcutta. -- Sergey would like on October Board agenda discussion of overhead allocations to specific programs. -- Becky asks about 1.3% less in financial report refers only to pledges, not to the facilities fees and securities fees. Sergey: 195 families pledged 1.3% less. Some Board discussion.	
7:35 – 7:45	<b>13. Potential meeting/retreat to strengthen board group dynamics – Vivien</b> Outcome: To decide if, when and how we may take some time to work on board group dynamics	Wayne: Ideas: to strengthen cohesiveness; and to re-examine structure of Board / lay leadership to see if the way Board operates is as effective as it could be.  — note: Bill, Nat, Adam, Karen’s terms are up. Karen will not be reapplying; Adam is unsure.  -- Sergey: need for transparency in Board; but not micro management. -- Becky: need to have a theme and goal for a retreat; perhaps value in having a USCJ facilitator. -- Vivien notes that USCJ annual conference is first week in December. Some discussion about conference & OZ participation.	
7:45 – 7:55	<b>14. Conflict of Interest policy update – Sarah-</b> Outcome: To vote on addition of disciplinary action section to Conflict of Interest policy to be compliant with Federal grant standards (see attachment D)	Conflict of interest policy Sarah gives out a copy. Only change is where it adds DISCIPLINARY ACTION It has to say, we WILL take disciplinary action. , cross out “up to and” Instead, just say “or” — move to approve with change noted above: Bill; Jessica seconds Approved; abstaining Judy and Sergey.	

7:55 – 8:05	<b>15. Follow up on outreach to members</b> Outcome: General discussion about outreach phone calls	Vivien reminds Board about this.	
8:05 – 8:15	<b>16. Board member terms</b> Outcome: To review board member terms and discuss next steps (see attachment E)	See above on Board members whose terms are ending.	
8:15 – 9:15	<b>Executive session</b>	Executive Session. Jessica moves to go into Executive Session, seconded by Karen. All approve. -- Jessica later moves to end the Executive Session, seconded by Judy.	
9:15-9:30	<b>Compensation of Preschool Employees</b>	Motion to recommend to Sarah as Executive Director to create a plan to retroactively compensate employees of the pre-school who are eligible.  Motion by Judy seconded by Karen: for ED to be authorized by the Board to set up individual retirement plans for the eligible pre-school employees as specified in the employment manual. Payments shall also be done retroactively to the date of their employment.  Motion to Amend by Sergey. The ED is further directed to make corresponding adjustments to the budgets and accounts of the pre-school for the years affected.  5 in favor of amended motion, 1 opposed, 1 abstention	
9:30	<b>Adjourn Meeting</b>	Jessica moves to adjourn; Karen seconds. All in favor.	