

MEETING MINUTES: OHAVI ZEDEK BOARD OF DIRECTORS

Date: December 20, 2018

Present: Vivien Rabin Brown, Bill Miller, Karen Parchem Corbman, Sergey Shpaner, Judy Rosenstreich, Wayne Senville, Miriam Sturgis, Mindy Evnin, Nat Lew, Zoe Hecht, Suzanne Brown; Adam Bluestein, Eric Corbman, Naomi Barell, Rabbi Amy, Grace Oedel, Trustees: Harvey Klein, Judy Hershberg

Absent: Becky Wasserman, Jessica Schechter Kane

Facilitator: Vivien

Meeting recorder: Adam

Time	Agenda item/presenter Desired outcome (if applicable)	Discussion	Action Items
5:30	Welcome new board members - Vivien	Introduction of Sergey and Mindy	
5:35	D'var Torah - Rabbi Amy	"Unfinished business." Lesson of Joseph at the end of his life, in last portion of Genesis, about reconciliation in families. How can we reframe conflicts, disappointments, pain "for the sake of heaven"?	
5:42	Approval of Minutes	Wayne moves to approve; Bill seconds. Minutes approved without opposition.	
5:44	Review of Action Items	Action items updated in list, below. Regarding potential audit, Bill says that options he presented were samples. We don't necessarily need a CPA to do audit. Are Grace, Bill, and Kesef enough? Congregant says she's uncomfortable being treasurer of	

		<p>organization that's never been audited.</p> <p>Rabbi is working on grandparents donor circle to raise funds for Preschool. This would not need board approval.</p> <p>Ad for PR help with fundraising/membership has been in Voice.</p>	
5:48	January Retreat - Grace	<p>Discussion of retreat goals and logistics. We will explore strategic plan with Dave Hochenschau. and create actionable goals, shared vision re mission. Retreat is opportunity for big picture discussion, and we will also do some work on teambuilding. Will be held outside the synagogue, ideally in daytime. One thing to consider is, What are board member expectations re accessibility, commitment of time/different types of capital that we bring? Understanding this can inform how we move forward as a team.</p>	<p>Grace will send out note regarding dates and board members should indicate their availability. January 20 proposed date.</p>
5:55	Treasurers Report - Bill	<p>Highlights: We are \$100k ahead of budget. Part of that is \$20k from Fern Hill, so really just \$80k ahead. We are at 91% of pledge goal, typical for this time of year. Hebrew School is \$20k ahead of budgeted revenue. Scholar in residence is over, but keeps funds they raise. Parish house is ahead. Staff costs slightly over budget. Endowment contributions to Raymond James = \$84k this year.</p> <p>Wayne: Why are overhead expenses considerably less in first 5 months of this fiscal year compared to last year? Bill: Overhead includes facilities, utilities. We are way under in repair expenses.</p> <p>Wayne: Why is dues income \$65k over budget? Bill: A bunch of people gave pledges in 2018 to count for</p>	<p>Bill will email or put Raymond James portfolio in Dropbox for board member review.</p> <p>If we decide to pursue an ethical investment portfolio for endowment, we should publicize that.</p>

		<p>2018 taxes, but Bill doesn't release those funds until 2019 for budget purposes.</p> <p>Eric: How does market volatility impact our investment funds?</p> <p>Bill/Grace: Even this week. Raymond James is directed to be in a more conserve position re investments. We have large cash position, which helps.</p> <p>Adam: Can board see how investments are actually allocated? Bill: Yes. Will email or put in Dropbox.</p> <p>Grace: Finance Committee exploring an "ethical portfolio" option. Getting a presentation at Jan. meeting. Come if interested.</p>	
6:04	Program Budget Surplus - Vivien	<p>We need to decide and vote on treatment of money left over for "standalone" programs, i.e. Shalom Shuk and the Preschool. Earlier proposal was to split any end-of-year net proceeds 50/50 between the program and OZ as the parent organization. Discussion of incentives and pros/cons of different arrangements. Grace: Allowing program to keep some funds gives them flexibility to fund emerging needs, as in the Preschool. Sergey: Why need to have rigid rule re keeping % of net rather than flexible? Miriam: Not sure want to make 50% profit guaranteed in event we are having a deficit. Willl wait to vote if people feel ready (see outcome, below).</p>	
6:35	Treasurer Search - Bill	<p>Working on what congregant needs in terms of support to take on the role.</p>	
6:37	Fundraising - Vivien	<p>The Development Committee is focused on legacy giving, not events and other things. We need to come up with some new ideas for fundraising events. Suzanne Brown may have some ideas. Don't want to do online auction again. It's a lot of work, not worth it. Should we do</p>	<p>Mindy will help, and recruit Suzanne, within her limits as Judge.</p>

		Calcutta again? Can we have a group meet with Vivien and Grace to work on other fundraising events?	
6:40	Annual Appeal - Vivien	Make any followup calls before Christmas. Office closed until Jan. 2 after tomorrow.	
6:42	Rabbi's Report - Rabbi Amy	<p>Trying a new version of the monthly parallel service, to run 10-11:30. Experimented with 60 and 90 minutes, and people prefer 90 minutes. Have gotten good feedback, will start to promote more. If a constituency builds for this, could do more than once a month. The Rabbi starts traditional service, gives sermon early, then leaves to do alternate service.</p> <p>Shabbat morning attendance is slowly dwindling due to life changes, etc. That attrition has made it feel too small. We need to think about breathing new life into services. Religious Committee is reviewing service with aim of balancing the form of traditional service with updates to appeal to broader audience. No proposal yet, but strong energy around the question.</p> <p>Proposed to Religious Committee that we reopen question of considering alternate versions of bar/bat mitzvahs. It is surprising and concerning that a number of families are deciding not to have services here. A subcommittee being formed to look at this. If interested in this topic, let Rabbi know.</p> <p>Started Beit Midrash 1x month as part of Adult Ed., discussion after services. In January, starting next curriculum of "I Engage," an Israel engagement program, on Sunday afternoons.</p>	<p>Get word out that you need be on time to hear sermon on days with parallel service.</p> <p>If interested in B'nai Mitzvah subcommittee, let topics, let Rabbi know.</p>

		<p>Israel trip: There is an itinerary, which is online. Big banner in lobby about program. Rabbi has raised some \$ for scholarships. Potential to go back and get some more. How to offset cost for everyone and offer financial assistance in a way that is fair, confidential, and dignified?</p> <p>Community relations: The VT State Police cancelled an ADL-sponsored antiterror training program to train US law enforcement in Israel, in response to and BDS boycott effort. They put enormous pressure on the police. Rabbi Amy and Rabbi Edelson from Sinai attended meeting of Jewish leaders, police, and laypeople to discuss, and Rabbi Amy got call from TJ Donovan to talk about problem. Elected officials and law enforcement are open and earnest about wanting good relationship and he understood issues and how represented. Rabbis asked State Police Chief for public statement of apology to the Jewish community, and commitment to go on trip next year? Not sure of outcome yet -- they don't want to provoke an allied anti-Israel effort.</p> <p>Rabbi had TJ Donovan and head of VT Police over for Hanukkah, building mutual understanding and relationships.</p> <p>Just learned that Peace and Justice Center is going to affirm BDS, and is already putting out pins.</p> <p>Talking with Rabbi Edelson about coordinating community relations, doing Simchat Torah together next year, possibility of Shabbat swaps and joint social action projects.</p>	
--	--	--	--

		<p>Rabbi doing pulpit swap with Montreal reform synagogue in February.</p> <p>Pastoral care team has been formed and starting to work on training and ways to contribute to care of community, hospital and home care visits.</p>	
7:00	Minyan	Adjourn for Minyan	
7:25	Rabbi's Report (continued)	For past two years, the police have invited the Rabbi to a fair policing meeting taking place Mondays at VT Law School. She gets updates from a lieutenant there. Rabbi went this month, met Jews from Woodstock there.	
7:30	President's Report - Vivien	Vivien shares email from a new member about the congregational meeting: "Started on time, well organized and prepared for, finished on time, clear respect, leaders and speakers spoke with not at people. Attendees respected each other and showed clear concern about their opinions. People focused on contributing positive thoughts."	
7:32	Vote on Proposal for Splitting Special Program Income - Bill	<p>Proposed language: "For the two program budgets, Full Circle Preschool and the Shalom Shuk, net income will be split 50/50 between the OZ operating account and the deferred revenue account for each program, less accrued time off (in the preschool), and barring grants and restricted donations."</p> <p>Bill moves to vote, Nat seconds. Vote: Three opposed, no abstentions. Resolution passes.</p>	
7:34	Executive Director's Report - Grace	Kicked off first community sing event last weekend in yurt and had 35-40 people, some unaffiliated. Will sing every 2nd and 4th Sunday. Sharon Panitch and Judy Danzig helped plan.	Discuss work of committees and board liaisons with committees at our retreat.

		<p>Legacy letters for bequest giving are going out in early January. If over 65, you'll get letter.</p> <p>Went with Rabbi to meeting at Congressman Welch's office and learned about Homeland Security grants for states to do "target hardening" (security). We expressed interest in knowing when to apply next cycle. Welch and Sen. Leahy both called several times after Pittsburgh shooting to check on our needs.</p> <p>PR, messaging, outreach. Meeting with Linda Kelleher on what is brand, and doing strategic vision with Dave H. We should try some things and see how they go: social media, reorganize website to align around idea of a community center. How do we tell our story where people are coming to meet us. Then, how do we connect in a holistic plan that includes the mural group, Fern Hill, and synagogue. We want to keep many people volunteering in programs but make a consistent voice and look -- that's the challenge.</p> <p>Social justice group made plan to focus on local education, starting with English language learners in our building. Also, idea to host a 1x month "action," for whole community to come together and write letters, watch movie and discuss, etc.</p> <p>Accidentally discovered that we do have a PA system in building, in box under the "fire box." The mic is always on. We're getting quote to wire in more mics.</p>	
--	--	--	--

		Thinking about committees and committee structure. How do we streamline efforts to work together?	
7:45	Hebrew School Report - Naomi	<p>Naomi showed Hebrew language video by Nadav interns Gaby Shulman and Sammy Bluestein.</p> <p>One 1/3, there will be panel discussion on school bullying with state attorney's office and licensed school counselor.</p> <p>Tu B'shvat program with visiting art educator - 1/20.</p> <p>Mitzvah day, 1/27. All should attend. B'nai mitzvah kids will present their projects.</p> <p>Focusing on how cancer affects families. Kids making fleece blanket for children's hospital. Doing donor drive for bone-marrow transplant testing.</p> <p>For February month of service, cook meal at Ronald McDonald House, asking Nadav to do same.</p>	
7:50	Congregation Meeting Recap – Vivien	Went well overall, but disappointment in attendance by Hebrew School families. One board member objects to way that security discussion unfolded -- it was somewhat frightening, confusing, and recommendations were nothing that the board had yet decided on. Don't want to make synagogue cold and unwelcoming.	Discuss security at next board meeting.
7:57	Committee Updates	<p>Becky: Preschool looking for substitute teachers. Qualifications are published in The Voice. This is paid position.</p> <p>Social Action: Looking for committee chair now. A couple of people in mind.</p>	

8:00	Cantorial Search - Nat	<p>The search committee has received six applications so far, a little slow but we can expect more. Will look at more sources if pool is not big enough. After January, there will be program graduates to pull from hopefully; February 1 is when placement open to recent grads.</p> <p>Cantorial Assembly postings reach a number of programs, not necessarily all Conservative affiliated. Other places that train cantors that may not necessarily go through the C.A., specifically Hebrew College. We want access to that, too.</p>	Update in January.
8:05	Executive Session	Jessica moves to enter exec session, Bill seconds. Exit exec session at 8:57.	
8:58	Vote on Proposal	Judy R. moves: "The board authorizes the negotiating team to follow the terms arrived at in executive session." Becky seconds motion. Passes with no abstentions or objections.	
9:00	Meeting Adjourns	Mindy moves to adjourn, Karen seconds. Meeting adjourned.	

Ongoing Action Items

- Nat to discuss Small Sanctuary proposal with Religious Committee. This should be a comprehensive design proposal that considers what to do about memorial plaques, options for Main Sanctuary, to give us perspective on what to do next. ONGOING.
- Suggestions for future: consider audit, budget meetings ahead of congregation meeting to help others learn more, review endowment being paid back over 30 years and contribute surplus to this, reducing term. ONGOING.
- Invite new Kehillah Manager to visit OZ. ONGOING
- Look into why we vote on members or revisit the process.
- Succession planning: Wayne and Judy and Grace will form subcommittee to work on this. ONGOING.
- Create draft political activities statement. Grace, Karen and Wayne will work on this. ONGOING.
- Membership and membership outreach committee: Consider next steps. STEPS BEING TAKEN

- “Grandparent donor circle” (Rabbi Amy) ONGOING.
- Adam should work with adult ed committee to encourage filling a Chair role.

Action items from November meeting:

- Grace will create a signup genius and indicate Shabbat priorities (b’nai mitzvah and birthday/anniversary services).
- Grace or Sharon will look more into the Dor L’Dor Society to share more information for consideration. Letter going out in January (Grace).
- Add to The Voice more info about ways to give and the funds that are available and what they are for (Judy H. and Vivien)
- Board members jot down what makes OZ unique, what they tell new members. Discuss with David H. what to do this information, plus feedback from Congregational Meeting.