

OZ Board Meeting MINUTES**Date:** Thursday, July 16, 2020

Present: Naomi Barell, Adam Bluestein, Suzanne Brown, Eric Corbman, Mindy Evnin, Richard Finkelstein, Sarah Glassman, Judy Hershberg, Jessica Schechter Kane, Josh Kernoff, Harvey Klein, Nat Lew, Bill Miller, Jeff Priest, Judy Rosenstreich, Wayne Senville, Rabbi Amy Small, Kay Stambler, Rebecca Stern, Becky Wasserman, Cantor Steve Zeidenberg

Facilitator: Nat

Meeting Recorder: Jeff

Time	Item	Objective	Discussion, Action Steps
5:35	Dvar Torah	Inform	Rabbi Amy is keeping up with colleagues of the Hartman Institute through Zoom. Naomi Levy, author of <i>Talking to God</i> , has just published a translation of the machzor. Rabbi Amy read a poem of Levy called "Prayer". The times we're living in are about beginning again.
5:40	Approve minutes, review action items	Approve	Wayne moves to approve. Adam seconds. Board approves. Reviewed action items from last meeting (<i>see list at bottom of minutes</i>). When it's time to call members again around the High Holidays, we will enlist help from Membership Committee members.
5:45	Clergy reports	Inform	Cantor Steve: He is busy planning for the High Holidays with Rabbi Amy and engaging with OZ's singing community to create layering of voices for some melodies to be used in services. He is partnering with Kathryn Kernoff to provide services for children. Rabbi Amy: She has been learning with colleagues from the Hartman Institute. Leadership of HI asked Rabbi Amy to lead a workshop on creating virtual High Holiday services. She will record the services in segments and upload these prerecorded segments so that anyone can access services at times other than when they are broadcast live. She is receiving assistance from an audiovisual professional. Trying to focus on what is most essential. Dan Rome will assist with broadcasting recordings during services. Streaming equipment has started to be purchased. She is also working with Rabbi Edleson to craft High Holiday segments.

		<p>Because of preparations for High Holidays, she has cut back on daily noon meetings to once a week rather than every weekday.</p> <p>She has started outdoor gatherings at OZ on Sunday mornings. Will have second one this coming Sunday.</p> <p>Stopping Stones project started 3 years ago. In collaboration with the African-American community, the project will mark the location of a slave family at what is now the Skirack store on Sept. 13.</p> <p>ACTION: Promote High Holiday events through Instagram.</p>
6:00	Report of the Membership Committee	<p>Richard Finkelstein: He provided a summary of activities to Nat in advance of tonight’s meeting. He has been working on the Membership Committee alone for the past 15 months.</p> <p>His main activity has been welcoming new members, which he has done about 30 times. Has found email more efficient than phone calls. Members expect and appreciate the welcome. Would like to enhance the welcome. How? Perhaps Board and clergy could send letters to new members welcoming them to the shul.</p> <p>Would like to have a new member Oneg, perhaps shortly after High Holidays, when COVID crisis has passed.</p> <p>Started working with Joanna Grossman to reach out to Hebrew School families just prior to pandemic. Had to be put on hold for now.</p> <p>ACTION: Actively recruit members to join the Membership Committee and help Richard.</p> <p>Would be helpful to have committee members from various generations.</p>

			<p>Could “assign” a new member to a Board member for regular calls.</p> <p>Could call new members to offer to accompany them to services. Could invite new members over for Shabbat dinner, not just meet them at shul. There have been unofficial “buddy” pairings going on between long-time members and new members.</p> <p>How do we convince people who have been active on some level with OZ to become members (particularly younger folks)?</p> <p>Should work on messaging to members about continuing their membership even if they cannot pay dues, due to changes in family economic status because of pandemic.</p> <p>New member: Sarah Katz has joined this week. Has 1-year-old child. Josh moves to approve. Jessica seconds. Board approves.</p>
6:25	Queries about written reports	Discuss	No questions were raised.
6:30	Approve Jory Hearst as new chair of Library Committee	Approve	Mindy moves to approve. Jessica seconds. Board approves.
6:30	Temporary VP for summer	Appoint	Nat wants to appoint a short-term VP to help him with tasks and assist with executive committee meetings. Mindy volunteered. But Wayne also volunteered and Mindy relinquished.
6:35	ED Review Committee	Appoint	Board does not supervise the ED. President does. So Nat will conduct review. Nat will ask Board members for input.
6:35	Review Board member terms and committee liaison assignments	Settle	<p>Board terms and committee liaison assignments are listed at the end of minutes. Will bring up vote for Suzanne’s term at the congregational meeting in September.</p> <p>Mindy has 3 committee assignments. She should step down from one. She would be fine with leaving Religious Committee.</p> <p>ACTION: Nat to revisit committee liaisons with eye to prioritizing, not just distributing.</p> <p>All candidates for the vacant Board position have received email from Suzanne’s committee.</p>

			<p>Will conduct interviews prior to the congregational meeting.</p> <p>Anyone who has expressed interest in becoming a Board member but either declines later or is not elected should be asked to serve on an OZ committee or try for Board membership in a year or more.</p>
6:45	Treasurer's report, budget update		<p>Because of application of payroll funds from PPP loan (\$67K) by Jeremy Beyth (Kesef), we have surplus net ordinary income. We were also under budget in every major category, particularly salaries and benefits. We are currently \$90K under budget. Would have had a \$40K deficit without PPP loan. Better than projected \$80K deficit.</p> <p>Need to check on assignment of recent \$25K bequest in budget, to make sure it hits the bottom line appropriately.</p>
7:00	MINYAN		
7:35	Treasurer's report, budget update (cont.)		<p>Bill will continue working on the budget to determine if the final surplus/deficit numbers are consistent with the budget shared for this meeting. He should have more information by Monday, July 20. This information will affect the discussions being conducted with major donors.</p> <p>Budget process has changed in the past 48 hours. We have a little more time and space to make decisions. Finance Committee will meet Monday evening (July 20) to start putting together a budget. The Board meeting in August will be devoted almost entirely to the budget. Finance Committee members will be invited. We have scheduled an additional Board meeting on Sept. 3 in case we need additional time to make final adjustments to the budget.</p> <p>We will not have a good picture of dues revenue until late August, at which time we will be communicating High Holidays pledging. Might not know fuller revenue picture until conclusion of Yom Kippur.</p> <p>Hebrew School tuition for the coming year is still uncertain. This is generally not a Board</p>

			issue. This is a matter for the Hebrew School director and Finance Committee.
8:10	EXECUTIVE SESSION		Mindy moves to enter executive session. Suzanne seconds. Board approves. Wayne moves to exit executive session. Jessica seconds. Board approves.
10:10	Motions arising from ExSess	Approve	Nat offers amendment. Bill seconds. Add wording to #4 of Rabbi/Board assessment “and clarify role definitions” after autonomy. Board approves. Jessica moves to accept document of Rabbi/Board assessment. Seconded. Board approves.
10:15	Adjournment		

Action Items from June Meeting:

1. Set date of Congregational Meeting – DONE
2. Finalize Preschool refunds – DONE
3. Form Nominating Committee - DONE
4. Finish congregational calls – MOSTLY DONE (see President’s report)
5. Review Committee Liaison assignments – THIS MEETING
6. Board terms – THIS MEETING

Action Steps from Previous Board Meetings

Month/Year	Action Step
March 2020	Discuss overhead fees for programs and generate a policy statement
February 2020	HR Committee will draft a code of conduct for Board members.
January 2020	Sarah, David R. et al. will develop plan for implementing a key card system
	Sarah et al. will gather estimates for a PA system
	The Board will review prospective surveys from Jeff Potash’s group and the Religious Committee
December 2019	Create a working group focusing on sanctuary redesign