

**Kehillat Beth Israel  
Board of Directors  
July 18, 2019  
Simcha Room  
Minutes**

**Present:**

Ilana Albert-Novick  
Mordechai Brodt  
Stuart McCarthy  
Harvey Slack  
Helen Zipes

Jay Amdur  
Jodi Gitter  
Kivi Shapiro  
Harland Tanner

Yossi Bokhaut  
David Lyman  
Judah Silverman  
Eric Weiner

**Secretary:**

Jonathan Meijer

**Clergy Present:**

Rabbi Eytan Kenter  
Rabbi Deborah Zuker  
Cantor Jason Green

**Staff Present:**

Rena Garshowitz

**Regrets:**

Lorne Goldstein                      Joel Sachs

**Guests Present:**

Elisheva Brantz                      John Denomme                      Ilana Goldfarb  
Dahlia Milech

**1.0 PRELIMINARY MATTERS**

**1.1 Call to Order and Welcome**

**Helen Zipes**

The meeting was called to order at 6:39 PM.

Rena introduced the new staff members: John, Dahlia, Ilana and Elisheva, and their roles.

**1.2 Call for Declaration of Conflict of Interest**

**Helen Zipes**

None of the members present declared any conflict of interest.

**1.3 D'var Torah**

**Rabbi Kenter**

- 1.4 Moment of Silence to commemorate those congregants who have passed away since the last board meeting** **Helen Zipes**

David Kaplan

- 1.5 Approval of the Agenda of July 17, 2019** **Helen Zipes**

Helen indicated she would like to add the Personnel Committee Terms of Reference under section 4.2.

Jay indicated that he would provide an update on the sanctuary air conditioning unit under section 5.3.

Kivi added a motion regarding the Nomination Committee under 4.2, and would present a list of motions for future consideration under 6.1.

**A motion was made by Harvey Slack and seconded by David Lyman to approve the agenda.**

**The motion was carried.**

- 1.6 Approval of the Minutes of the Board of Directors for May** **Jonathan Meijer**

**A motion was made by Jonathan Meijer and seconded by Harvey Slack to approve the minutes of the Board of Directors for the meeting held on May 16, 2019.**

**The motion was carried.**

- 1.7 Business arising from Minutes or submitted reports** **Helen Zipes**

Operating Policy No. 8 will be addressed in section 4.1.

### **3.0 FINANCIAL MATTERS**

- 3.1 Executive Director's written statement respecting the status of staff salaries and remittances to government** **Rena Garshowitz**

Rena presented the statements for May and June to the Board.  
(Please find the written statements in **Appendices A and B.**)

- 3.2 Monthly Financial Report (April and May 2019)** **Jay Amdur**

Jay presented the Financial Report for April and May 2019.  
(Please find the report in **Appendix C.**)

**3.3 2019-2020 Operating Budget adjustments**

**Jay Amdur**

**A motion was made by Jay Amdur and seconded by Stuart McCarthy to approve the revised Operating Budget dated July 9, 2019 (please find the proposed budget in Appendix D).**

**The motion was carried.**

**3.4 Insurance renewal**

**Rena Garshowitz**

Rena reported on the renewal of the synagogue's insurance policy, which includes the Directors and Officers Liability insurance. Due to the size of this document, Rena asked any Director to contact her directly if they wished to receive a copy of the insurance renewal package.

**4.0 REPORTING OPTIONS WITH DISCUSSION AND VOTE**

**4.1 Operating Policy 8 (Spending Limitations)**

**Jay Amdur**

The motion introduced on May 16, 2019 was reintroduced, to adopt the Operating Policy 8 and associated changes to Operating Policy 7 (see **Appendix E**).

**An amendment was moved by Kivi Shapiro and seconded by Ilana Albert-Novick to remove items d), e) and f) from the above resolution.**

Kivi explained that his motion was about who can approve emergency expenditures, and whereby d), e) and f) would make the new approval process too limiting. Jay added that Governance is not in favour of Kivi's proposed changes.

**A motion was made by Kivi Shapiro and seconded by Jay Amdur to withdraw the amendment.**

**The motion was carried.**

**A motion was made by Jay Amdur and seconded by Kivi Shapiro to withdraw the original motion.**

**The motion was carried.**

**4.2 Other business**

**a) Personnel Committee Terms of Reference**

**Helen Zipes**

A motion was made by Helen Zipes and seconded by Jay Amdur to adopt the Terms of Reference of the Personnel Committee as submitted (please refer to Appendix F for a full copy of the Terms of Reference).

The motion was carried.

b) Nomination Committee parameters

Kivi Shapiro

A motion was made by Kivi Shapiro and seconded by Jonathan Meijer that the Nominating Committee propose a slate for 2019-2020 that includes no fewer than six Board members and no more than twelve.

The motion was defeated.

## 5.0 REPORTING WITH DISCUSSION BUT WITHOUT VOTE

5.1 Use of meat kitchen

Rena Garshowitz

Rena presented an update on negotiations with a caterer regarding an agreement for the use of the meat kitchen.

5.2 Shabbat security/greeters

Rabbi Zuker

Rabbi Zuker will prepare a schedule for Board members to act as greeters on Shabbat mornings.

5.3 Other business raised by any Director

a) Sanctuary air conditioning

Jay Amdur

The sanctuary air conditioning and air handler units are seized, and both need to be replaced. John has been getting bids and will get a few more. This expense is not budgeted for next fiscal year but will be counted as part of the building renewal costs under the *Building our Future* initiative.

## 6.0 REPORTING WITHOUT DISCUSSION OR VOTE

6.1 Other business raised by any Director

a) Notice of motions

Kivi Shapiro

Kivi gave notice of several motions to be brought to the Board at coming meetings (please refer to **Appendix G** for the full list of motions), and asked the Board members present to look at the list and ask questions of him over the following few

weeks. Helen mentioned that she had previously reviewed Kivi's list and had recommended to him that he should be discussing these motions with the various committees involved before these are brought back again to the Board for discussion.

**b) New members**

**Helen Zipes**

Helen announced that we have six families (and more to come) as new members, through the Jewish Federation of Ottawa's *Jewish Jumpstart* program.

**a) Building our Future**

**Eric Weiner**

Eric thanked all the Board members who made a pledge to the *Building our Future* campaign, and reminded of the need for an endowment fund. He hopes to issue an announcement soon.

**7.0 IN CAMERA**

**8.0 NEXT MEETING – Thursday August 15<sup>th</sup>, 2019 6:30 PM**

**9.0 ADJOURNMENT**

**The meeting was adjourned at 8:40 PM.**

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Jonathan Meijer, Secretary

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Date of approval

## **APPENDICES**

The following appendices follow this page, in order:

- Appendix A: Statement respecting the status of staff salaries and remittances to the government, April 2019
- Appendix B: Statement respecting the status of staff salaries and remittances to the government, May 2019
- Appendix C: Financial report for April and May 2019
- Appendix D: 2019-2020 Operating Budget, revised July 9, 2019
- Appendix E: Resolution adopting Operating Policy No. 8
- Appendix F: Personnel Committee Terms of Reference
- Appendix G: List of motions for which Kivi Shapiro gave notice