

**Kehillat Beth Israel  
Board of Directors  
September 9, 2019  
Simcha Room  
Minutes**

**Present:**

Jay Amdur	Yossi Bokhaut	Mordechai Brodt
Lorne Goldstein	David Lyman	Stuart McCarthy
Joel Sachs	Kivi Shapiro	Judah Silverman
Harvey Slack	Harland Tanner	Helen Zipes

**Secretary:**

Jonathan Meijer

**Clergy Present:**

Rabbi Eytan Kenter  
Rabbi Deborah Zuker  
Cantor Jason Green

**Staff Present:**

Rena Garshowitz

**Guests Present:**

Norm Ferkin

**Regrets:**

Ilana Albert-Novick	Jodi Gitter	Eric Weiner
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**1.0 PRELIMINARY MATTERS**

**1.1 Call to Order and Welcome**

**Helen Zipes**

The meeting was called to order at 6:41 PM.

Helen welcomed Norm Ferkin as a guest to the meeting.

**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**

Shirley Berman  
Glee Shapiro

**1.5 Approval of the Agenda of August 15, 2019** **Helen Zipes**

Helen indicated she would like to remove 3.1 (Motions to amend by-laws).

**A motion was made by Judah Silverman and seconded by Lorne Goldstein to approve the agenda.**

**The motion was carried.**

**1.6 Approval of the Minutes of the Board of Directors for August** **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 August 15, 2019.**

**The motion was carried.**

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

At last month's Board meeting, Jay presented the Terms of Reference for the Marketing and Communications (MARCOM) Committee. During the ensuing discussion, he was asked to confer with the Governance Committee as to whether it needed to be defined as a standing committee or as an Ad-hoc Committee as per section 9.09 of General Operating By-Law #1. The Governance Committee confirmed that section 9.09 addresses the need to create committees which are appointed for a specific task and specific time period and recommended that, since the MARCOM Committee is intended to be a permanent committee, it should be defined as a standing committee in the By-law; otherwise it would have to be recreated every year.

**A motion was made by Stuart McCarthy and seconded by Jay Amdur to amend General Operating By-Law No. 1 by inserting a new subsection 9.09 after the current subsection 9.08 as follows:**

**Marketing and Communications Committee**

**The Board shall appoint a Marketing and Communications Committee comprised of at least three persons, at least one of whom shall be a Director. The Board shall appoint a director as the Chair of the Marketing and Communications Committee.**

**and to renumber the subsequent sections accordingly.**

The motion was carried.

A motion was made by Stuart McCarthy and seconded by Joel Sachs to adopt the Marketing and Communications Committee Terms of Reference as submitted to the Board at the August 15, 2019 meeting.

The motion was carried.

## **2.0 FINANCIAL MATTERS**

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

Rena presented the statement for August to the Board.  
(Please find the written statement in **Appendix A.**)

### **2.2 Monthly Financial Update Jay Amdur**

Jay reported that the audit should be completed within the next three weeks. The Finance and Audit Committee should receive the report on October 2, and the next Board meeting will feature discussion and approval of the audited financial statements for the fiscal year ending June 30, 2019.

## **3.0 REPORTING OPTIONS WITH DISCUSSION AND VOTE**

### **3.1 Other business raised by any director**

No other business was raised.

## **4.0 REPORTING OPTIONS WITH DISCUSSION BUT WITHOUT VOTE**

### **4.1 Report on Ottawa Kosher Food Bank Rena Garshowitz**

Rena presented the report from the Ottawa Kosher Food Bank (OKFB).  
(Please find the document in **Appendix B.**)

With regards to misconceptions about the OKFB, Helen intends to include a clarification in her next President's Update.

### **4.2 Update on Welcome Fair Rabbi Zuker**

Rabbi Zuker reminded the Board of the Welcome Fair to be held between the two concerts by *Nefesh Mountain* that will be held on September 19. She asked for as many Board members to attend as possible.

#### **4.3 Kol Nidre Appeal book distribution**

**Helen Zipes**

Helen asks for 100% Board members' participation in the Kol Nidre Appeal. She also reminded the Board members that they should be involved in collecting the booklets during the Kol Nidre service.

#### **4.4 Other business**

##### **a) Nomination Committee**

**Harvey Slack**

Harvey Slack raised a discrepancy in one of the lengths of the terms of one of the members on the proposed slate of candidates that was presented at last month's Board meeting. He stated that this in no way changed the slate as it was previously presented and voted upon at the last month's Board meeting. The term length was adjusted appropriately for the official nomination slate.

### **5.0 REPORTING WITHOUT DISCUSSION OR VOTE**

#### **5.1 Other business raised by any Director**

##### **a) Programming report**

**Rabbi Zuker**

With regards to handling Board documentation and controlling its distribution, Stuart reported that software for this purpose already exists, and suggested we explore the use of such software.

### **6.0 IN CAMERA**

### **7.0 NEXT MEETING – Thursday October 10<sup>th</sup>, 2019 6:30 PM**

## 8.0 ADJOURNMENT

The meeting was adjourned at 7:36 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, August 2019
- Appendix B: Report from the Ottawa Kosher Food Bank