

**Kehillat Beth Israel
Board of Directors
August 26, 2021
Zoom Meeting
Minutes**

Present:

Ilana Albert-Novick
Yossi Bokhaut
Mordecai Brodt

Norm Ferkin
David Lyman
Jeremy Rudin

Judah Silverman
Eric Weiner
Madelaine Werier
Helen Zipes

Secretary:

Jay Amdur

Clergy Present:

Cantor Jason Green
Rabbi Eytan Kenter
Rabbi Deborah Zuker

Staff Present:

Elisheva Brantz

Regrets:

Jodi Gitter
Victor Rabinovitch
Donna Strauss
Harland Tanner

1.0 PRELIMINARY MATTERS

1.1 Call to Order and Welcome

Judah Silverman

The meeting was called to order at 7:04 PM.

1.2 Call for Declaration of Conflict of Interest

Judah Silverman

None of the members present declared a conflict of interest.

1.3 D'var Torah

Rabbi Eytan Kenter

1.4 Moment of Silence to Commemorate Those Congregants Who Have Passed Away Since the Last Board Meeting **Judah Silverman /**

Constance Kassie
Ruth Victor

1.5 Approval of the Agenda of July 29, 2021 **Judah Silverman**

A motion was made by Helen Zipes and seconded by Jeremy Rudin to approve the agenda.

All were in favour. The motion was carried.

1.6 Approval of the Minutes of the Board of Directors held on July 29, 2021 **Judah Silverman**

A motion was made by Jay Amdur and seconded by Norm Ferkin to approve the minutes of the Board of Directors for the meeting held on July 29, 2021.

Eight directors were in favour. Two directors abstained. The motion was carried.

1.7 Business Arising from Previous Minutes **Judah Silverman**

None

2.0 FINANCIAL MATTERS

2.1 Executive Director's Written Statement Respecting the Status of Staff Salaries and Remittances to Government **Elisheva Brantz**

- Elisheva presented the statement for employee wages to the Board.

2.2 Monthly Financial Update **Jay Amdur**

- Jay reported that due to the shul bookkeeper's continued focus on the year-end audit, monthly financials will not be reported this month. The next Board meeting will focus on the year-end financials as part of the annual Audit in preparation for the AGM.

2.3 Update of Membership Renewal **Elisheva Brantz**

- Elisheva reported that membership is coming in steadily and that approximately 343 households have renewed so far.
- Only six households have not renewed due to Covid considerations.

- Rabbi Kenter presented a list of people that have not yet renewed. The list was divided into various categories of who would be best aligned to call these people (or not call them in some cases).
- Board members mentioned a few changes to some of the names on the list.
- Rabbi Kenter committed to creating a shareable Google document that he would share with the Board so that they could pick names of members to call and remind them to renew their memberships.
- Elisheva announced that eleven (11) new families had joined the synagogue; many of whom are families with children celebrating B'nei Mitzvot.

3.0 REPORTING WITH DISCUSSION AND VOTE

3.1 Other Business raised by any Director

- None

4.0 REPORTING WITH DISCUSSION BUT WITHOUT VOTE

4.1 Governance

Jay Amdur

- Jay noted that several new Operating Policies, possible revisions to the existing Operating Policy #7, and a By-law change were initially intended to be tabled at this evening's Board meeting.
- Unfortunately, not all of the material was ready in time for tonight's meeting and, given that it was preferable to present all of the Governance items as a single package, they will be presented for motions at the next Board meeting.
- Jay committed to sending out the documents well in advance of the next Board meeting so that Board members had sufficient time to review and comment on the documents.
- Judah noted that only the proposed changes to the By-law needed to be voted on by the membership at the AGM; the Operating Policies only require Board approval.
- Yossi requested that summaries/background be provided for each of the documents that will be put forth by Governance. Jay committed to ensuring that proper explanations for each would be included.
- Helen noted that if the creation of a new Operating Policy impacted the mandate of a specific committee, the chair of that committee should be involved in the creation of that policy. Judah acknowledged her recommendation.

4.2 High Holy Day Details

Rabbi Kenter

- Rabbi Kenter provided an overall update on the ongoing preparations for the upcoming High Holy Days.
- Multiple preparations for each of the multiple services in each of the multiple locations are underway.

- The “big tent” arrived a week early and has been set up and will be used this coming weekend.
- Due to the Federal Election, Rogers will not be available to broadcast any KBI services for either Kol Nidre or Rosh Hashanah Day #2. Rogers will still be broadcasting KBI’s main sanctuary services on both Rosh Hashanah Day #1 and Yom Kippur mornings.
- The online seating request form has closed. It currently appears that all requests from congregants for seating/service placement should be able to be met.
- Now that the “official” survey has closed, instructions for members on what they should do if they wish to attend services in person have been included in the weekly newsletter.
- Interest for *Pride Shabbat* has been lower than in year’s past. Both the Family and Teen event have good numbers; the adult event is currently not at the numbers we have seen in the past (likely as a result of Covid).
- In-person attendance for regular shul services is slowly returning. The only service that has not been re-instated is the Shabbat Mincha/Ma’ariv (Havdalah) service.

4.3 Ottawa Talmud Torah Update

Judah Silverman

- Adam Green was away on vacation, so nothing has progressed on that front.
- OTT has their committee members already in place.
- Jeremy Rudin has agreed to chair the KBI School Committee. He will be adding to the membership of that committee within the coming weeks.
- Judah, Rabbi Kenter and Jeremy are meeting later next week to formalize the next steps from our side of things.
- The plan is for the OTT Committee and KBI School Committee to then meet and begin to formalize the agreement in principle that was reached last month.
- Judah re-iterated how pleased he was that this initiative has finally come to fruition and that KBI will have an in-house school next year.

4.4 Report from the Committee on Committees

Jeremy Rudin

- Jeremy acknowledged that a Committee “roadmap” was requested at the previous Board Meeting.
- Jeremy presented a high level overview for the Roadmap as follows:
 1. The incoming President will appoint Chairs for all of the Committees, in consultation with the outgoing President and the current Chairs (for those Committees which currently have a Chair in place).
 2. The incoming President will discuss potential mandates for the coming year for each Committee with that Committee’s Chair.
 3. After that discussion, the President will propose annual mandates for each Committee to the Board for discussion and approval (perhaps as amended).
 4. In light of the approved mandates for the Committees, the Senior Rabbi and the Executive Director will review staff assignments to Committees, in consultation with the President.

5. The President, in consultation with the Committee Chairs, will set a schedule for each Committee to report to the Board over the coming year. As a result, the Board will receive and review regular reports from all Committees.
6. Committees that have not already done so will establish simple routines for keeping minutes and tracking progress against their plans.
 - The timeline for this roadmap to be implemented will be this Fall.
 - The Governance Committee will report to the Board on any changes to the existing governance documents that would be needed to implement the recommendations contained in the Final Report from the Committee on Committees that was tabled at last month's Board Meeting.
 - Rabbi Zuker suggested that committees could possibly be populated by members that we would like to have in the Board "pipeline." Jeremy suggested that the Nominating Committee could make suggestions to Committee Chairs on possible members based on the interviews that had conducted and information they had collected as part of the overall nominating process.
 - Rabbi Kenter also commented that by having the Nominating Committee coordinate/organize names, this would avoid having the same person being asked to be on multiple committees.
 - Norm mentioned that when the Nominating Committee was interviewing candidates for the Board, they could ask about what skillsets / interests prospective candidates might have. Helen mentioned that a form of a skills inventory was already being maintained by the Nominating Committee.
 - Jeremy suggested that all of the above-mentioned recommendations could be added to the mandate of the Nominating Committee.

4.5 Other business raised by any Director

- None

5.0 REPORTING WITHOUT DISCUSSION AND WITHOUT VOTE

5.1 Nominating Committee

Helen Zipes

- The members of the Nominating Committee include: Helen Zipes (Chair), Ralph Anzarouth, Victor Rabinovitch, Joel Sachs, Judah Silverman, and Eric Weiner.
- As part of the review and selection process for new Board members, the Nominating Committee has a very rigorous process in place: skills and experience are taken into consideration; input is sought from both the Senior Rabbi and Executive Director; and there is an hour-long interview process with established questions.
- Three interviews with prospective new Board members have been held to-date.
- There are still two positions that remain to be filled.
- Helen asked Board Members that if they knew of suitable candidates that could be interviewed, they should send these names to Helen.

5.2 Other business raised by any Board Member

- David mentioned that a youth Town Hall to help parents understand the importance of youth events at the shul will be happening on September 19. Virtual options for the Town Hall will be available to those members that prefer to attend virtually. This will include both an event for the parents and another for the kids at same time. David asked that Board members that fall in this category to attend with their children.
- David also mentioned that a B'Nei Mitzvah post event survey will be sent out in the coming weeks to families that have recently had events. This survey is expected to be finalized shortly after the High Holy Days.
- David congratulated Elisheva and the office staff on putting a small bio of the Bar/Bat Mitzvah celebrant in the weekly newsletter.
- Norm announced that he would be stepping back from his Gabbai Rishon duties over the coming year. Names for potential replacements can be sent to Norm and he hopes that this person (or people) will be in place by next January. Norm stated that he would fulfill his commitment to the Board and complete his term.
- Cantor Green announced that 120 people contributed performances to the *High Holy Day High* musical event that he created. Participants unanimously stated their appreciation and pleasure with having been back in the shul and being able to contribute musically in as meaningful way. A live *You Tube* launch will occur next Thursday, September 2 at 7pm.

6.0 IN CAMERA

7.0 ADJOURNMENT

The meeting was adjourned at 9:02 PM.

The next Board of Directors meeting is scheduled for Thursday, October 7, at 7:00 PM.