

**Kehillat Beth Israel
Board of Directors
April 28, 2022
Zoom Meeting
Minutes**

Present:

Norm Ferkin
Jeff Greenberg
Adina Libin
David Lyman

Jaimee Mitzmacher
Victor Rabinovitch
David Roytenberg
Jeremy Rudin

Donna Strauss
Olga Strelchenko

Secretary:

Jodi Gitter

Clergy Present:

Cantor Jason Green
Rabbi Eytan Kenter
Rabbi Deborah Zuker

Staff Present:

Rena Garshowitz

Regrets:

Judah Silverman
Harland Tanner

1.0 PRELIMINARY MATTERS

1.1 Call to Order

Victor Rabinovitch

The meeting was called to order at 7:03 PM.

1.2 Call for Declaration of Conflict of Interest

Victor Rabinovitch

None of the members present declared a 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 **Victor Rabinovitch**

Sheila Nadrich
Paula Ozi
Kenneth Radnoff

1.5 Approval of Agenda **All**

A motion was made by Jeremy Rudin and seconded by Norm Ferkin to approve the agenda for April 28, 2022.

All were in favour. The motion was carried.

1.6 Approval of Board Minutes From the Meeting Held March 24, 2022 **Victor Rabinovitch**

A motion was made by Jodi Gitter and seconded by Norm Ferkin to approve the Board minutes from the meeting held on March 24, 2022.

All were in favour. The motion was carried.

1.7 Business Arising From Previous Minutes **All**

Rena provided the Board with a Covid and masking update:

- Masks remain a requirement through to the end of June when we will re-evaluate. This is consistent with advice from OPH.
- Victor thanked Norm for consistently enforcing KBI's policies at the door. Norm would like Board members' support with this task.

1.8 Letter of Resignation

Victor read a letter of resignation from the Board due to a conflict of interest that was submitted by Madelaine Werier. Her letter is attached to these minutes. Victor thanked Madelaine on behalf of the Board, underlining her contributions on awareness of Accessibility issues and how these must be reflected in program design in KBI activities.

2.0 FINANCIAL MATTERS

2.1 Q3 Financial Update

Adina Libin

Highlights include:

- We are approximately \$13 000 under budget with respect to what we projected for dues revenue.
- This was made up for in donated revenues which is \$50 000 above what was budgeted.
- We will be approximately \$30 000 less than the budget deficit by year-end.
- Personnel costs are approximately \$150 000 less than budgeted due to the departure of the Youth Engagement Professional, Rena Garshowitz's maternity leave, and the fact that professional development and travel were way down due to Covid.
- Circumstances this year, not fiscal prudence, have made financial losses less than what we had expected.
- Adina stressed that KBI's operational expenditures are not at a sustainable level, despite the better than expected results so far. We need to make decisions on how and where to reduce our costs, as well as looking for ways to increase our revenues.

Discussion ensued about large donations and where they are deposited. Rena explained that two recent large donations made through bequests may be deposited into the Operating account or the Managed Fund account (the equivalent of a savings 'endowment fund'), but that there is no written protocol about this. Victor suggested that this issue needs to be discussed by the Finance Committee soon, to generate a policy about how to handle bequests.

David R. suggested that members might want to be made aware of bequests received. Public acknowledgement and thanks should be expressed.

OKFB Update:

- OKKB is looking at an annual loss of approximately \$40 000 or about \$4 000/month

Donna asked what has brought this on? Rena explained that a special \$75/household gift card before Passover, in addition to food and the regular \$50 gift card that each family receives, was provided. This has increased our costs, though the \$75 special card was largely paid for by a grant from the Jewish Federation. She also explained that Bingo revenues which are very important are now way down.

- Jeremy said that the governance model for the OKFB needs to be re-evaluated. This Board may not have the bandwidth to give it the oversight it needs.
- Rena added that beginning in June, the OKFB would be returning to its baseline of \$30/household in gift cards. This will mean a significant reduction in expenses.

Discussion ensued about how the OKFB ought to be a community-wide effort in terms of its oversight. More financial support is required because current donations will be insufficient to meet the needs. Rena said that Federation and the Emergency Campaign did give \$7 500 for Passover food and to meet the needs incurred because of the pandemic, but a more regular and more sustained Federation approach would be appreciated.

2.2 Executive Director’s Written Statement Respecting the Status of Staff Salaries and Remittances to Government **Rena Garshowitz**

Rena presented the statement for employee wages to the Board.

3.0 REPORTING WITH DISCUSSION AND VOTE

3.1 Updates to Operating Policy #7

David L., who is a member of the Governance Committee, reported about the findings from the ‘Committee on Committees’ that did its ad hoc review during 2021. He explained the changes that are now incorporated into Operating Policy #7, which governs how committees operate. This is an important Operating Policy, and it has been carefully reviewed by the Governance Committee, taking into account the recommendations of the ‘Committee on Committees’. David said the OP #7 revised draft being tabled tonight will not be voted on now; it will be reviewed and voted at a later meeting.

Victor thanked the Governance Committee for its excellent work. While the revision of OP #7 may seem dry, it is essential to describing our approach to engaging volunteers and staff. He hoped to formally adopt the revised OP #7 at our next regular Board meeting.

3.2 Terms of Reference; Building and Lands Committee **Jeff Greenberg**

Jeff gave an update about this new committee. Jay Amdur is the Chair. Jeff Greenberg, Norm Ferkin and Eric Weiner are members.

The committee's Terms of Reference and Initial Mandate were presented.

The committee will act as advisors to the ED. They will make recommendations but not decisions.

They will go on an exhaustive tour of the shul to determine the needs. They will be proactive in terms of their recommendations. Estimates will be obtained for necessary work and repairs.

- We have not had to do any major repairs this year, so far. However, we already know that part of the roof will need to be replaced. Many or most of the exterior windows need replacing. The Building and Lands Committee will be expected to identify projects and priorities for other work.

Victor thanked Jeff and the new Committee. The Terms of Reference and Mandate were adopted by consensus.

3.3 Other Business Raised By a Director

None

4.0 REPORTING WITH DISCUSSION BUT WITHOUT VOTE

4.1 Update on OTT/KBI Project

Jeremy Rudin

By the end of May, the Agreement in Principle will be finalized. It is hoped that OTT registration for 22-23 will take place through KBI's system, but that is being looked into by Rena.

The financial analysis will have a projected budget of the school for the first year and it will be a balanced budget.

Governance still needs to recommend the type of committee that will be necessary to oversee, support and report on OTT.

There has been excellent support from the Jewish Federation to transfer funds that are earmarked for the school and to maintain the bingo revenues that are earmarked for the school.

Rabbi Zuker mentioned perhaps The United Synagogue of Conservative Judaism has information to assist with the transition.

4.2 2022-2023 Dues

Adina Libin

The Finance and Audit Committee had met and discussed the idea of increasing dues. The goal is to be sustainable and reflect rising costs. Discussion ensued about how much would be appropriate to increase the dues, with suggestions ranging from \$25 to \$50. The Finance Committee will make a recommendation on this.

4.3 Other Business Raised By a Director

None

5.0 REPORTING WITHOUT DISCUSSION OR VOTE

5.1 Committee Reports As Circulated

Jaimee presented about the Youth Committee's activities and upcoming programs.

Norm spoke about the Life and Legacy Committee. Seven more commitments are needed in order to reach the goal of 18.

5.2 Other Business Raised By Any Director

None

6.0 IN CAMERA

7.0 ADJOURNMENT

The meeting was adjourned at 9:33 PM.

The next Board Meeting is on Thursday, May 26, 2022.

