

**Kehillat Beth Israel  
Board of Directors Meeting  
May 1, 2025  
Minutes**

**Present:**

Norm Ferkin  
David Lyman  
Arryn Mills  
Jaimee Mitzmacher

Janice Pleet  
Victor Rabinovitch  
Jeremy Rudin  
Olga Streltchenko

Sheldon Wiseman

**Zoom:**

Ralph Anzarouth

Cantor Jason Green

**Secretary:**

Jaimee Mitzmacher

**Clergy Present:**

**Staff Present:**

Yaron Starosta

**Regrets:**

Sarah Beutel  
Jeff Greenberg

Gillian Koh  
Adina Libin

Rabbi Erin Polansky

**1. PRELIMINARY MATTERS**

**1.1 Call to Order and introductory remarks**

**Jeremy Rudin**

The meeting was called to order at 7:00 PM.

**1.2 Approval of Amended Agenda removing Elections for World Zionist Congress  
and Adult Education Committee Report**

**All**

A motion was made by Victor Rabinovitch and seconded by Olga Streltchenko to approve the agenda for May 1, 2025.

All were in favour. The motion was carried.

**1.3 D'Var Torah**

**Cantor Green**

#### **1.4 Call for Declaration of Conflict of Interest**

**Jeremy Rudin**

None of the members present declared a conflict of interest.

#### **1.5 Moment of Silence to Commemorate Those Congregants Who Have Passed Away Since the Last Board Meeting**

**Jeremy Rudin**

Zelda Freedman  
Simone "Simmy" Gardner  
Rhonda Smith

#### **1.6 New Members**

**Jeremy Rudin**

Jared Roth  
Mishel Kogan

#### **1.7 Approval of the Board minutes after February 27, 2025**

**Jaimee Mitzmacher**

A motion was made by Jaimee Mitzmacher and seconded by Norm Ferkin to approve the minutes of March 27, 2025

All were in favour. The motion was carried.

A motion was made by Jaimee Mitzmacher and seconded by David Lyman to approve the minutes of April 6, 2025

All were in favour. The motion was carried.

A motion was made by Jaimee Mitzmacher and seconded by David Lyman to approve the minutes of April 22, 2025

All were in favour. The motion was carried.

#### **1.8 Business Arising from Previous Minutes**

**All**

- Still waiting on contract for Cater4U
- B'nei Mitzvah requirements still need further discussion; Ralph will review with the Cantor and the ritual committee at a future date

## **2. REPORTING WITH DISCUSSION BUT WITHOUT VOTE**

### **2.1. Building and Land Committee Report**

**Jay Amdur (guest)**

- Continued advancement with upgrades to the parking area, entrance, lighting, drainage and fencing

- This project remains fully funded through accumulated interest from the KBI Endowment Fund, ensuring there is no impact on operational budgets
- Key Developments since the last Board appearance:
  - Community Engagement: Jan. 19, 2025 information session to present project details and receive feedback. Ongoing informal meetings with staff and congregants continue to inform the project.
  - City Consultation: Additional discussions have been conducted and necessary feedback to confirm zoning compliance and to complete the site plan.
  - Design and Engineering Progress: April 22, 2025 BLC met with the Project Manager and Engineers to discuss adjustments to the site layout: parking spots, retaining wall, flat “walk-out” area, traffic flow. New site plans have been refined and plans for the perimeter fencing are being developed
  - Funding and budget status: Estimated cost remains at \$1.296M, with no change to funding sources. Additional grant opportunities are still being explored.
  - Timeline:
    - Mid-May: submit site plan application for main project
    - End-May: obtain tree cutting permits and begin site preparation
    - End-May: obtain review comments from the City of Ottawa
    - Early June: application deemed complete, starting City’s review process
    - Late July: Anticipated receipt of Site Plan Approval and Delegated Authority Report
    - Post-Approval: Site Plan Agreement registration
  - After Site Plan approval can apply for Limited Commence Work Notice, allowing parking lot work to proceed
- Key Milestones
  - Completed: Board Review and Approval, Membership Town-Hall, City of Ottawa Pre-Consultation
  - In Progress: Final Design and Engineering Plans
  - Upcoming: Site Plan Application Submission, tree permit and site preparation, site plan approval, Limited Construction Start (parking lot), Parking Lot Construction Completion (by Sept. 13, 2025), Full Construction Completion (post high Holidays 2025)
- Next Steps
  - Community Engagement; including detailed communication about the trees
  - City and Engineering Approvals
  - Construction Planning
  - Contingency Planning
- Leak in the kitchen that is being dealt with as an operational matter

## **2.2. Kosher Food Bank Report**

**Arryn Mills**

- OKFB provides healthy and nutritious kosher food to Ottawa families who are in need.
- OKFB serves approximately 150 families and about 250 individuals; an increase by 40 over the last 4 years
- OKFB provides up to 3-day supply of kosher food once a month, including gift cards
- It costs approximately \$15,000-\$18,000 a month to provide this level of service

- OKFB provides special packages 3 times a year: Rosh Hashanah, Hanukkah and Passover
- It costs approximately \$22,000 for each special package
- Funding mostly comes through donations, some grants and several annual fundraisers
- Food is also collected from OKFB food bins and the Ottawa Food Bank
- OKFB is managed by one part-time employee and a team of volunteers
- OKFB has an ad hoc committee that meets infrequently on an as required basis and one Board member assigned to represent OKFB on the Board
- Moving forward OKFB plans to formalize and create a planning committee and work with a consultant to inform the governance work of the committee

### **2.3. Terms of Reference for Advisory Committees**

**Jeremy Rudin**

The Board reviewed the terms of reference for three informal committees: the Security Advisory Committee, the Communications Advisory Committee and the Pride Committee. The Board requested that these committees be formalized and their terms of reference come to the Board for approval.

### **2.4. Review of Board Agenda for the year**

**Jeremy Rudin**

- May: Adult Education Committee report, financial update Q3, High Holiday planning, first discussion of budget, High Holiday planning, Jewish Memorial Gardens initiative, Personnel Committee Report
- June/July: Adoption of budget (if needed), nominating committee report, OTT Committee Report, BLC project progress
- September: financial update Q4, High Holiday planning, Personnel Committee Report
- October: Nominating Committee report (final), prep for AGM

## **3. REPORTING WITHOUT DISCUSSION OR VOTE**

### **3.1. Committee reports as circulated, if any**

**All**

Reports received without discussion:

- N/A

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

**All**

- Further discussion on whether or not to receive monthly reports from staff for informational purposes only

## **4.0 IN CAMERA**

## **5.0 ADJOURNMENT**

The meeting was adjourned at 9:52 PM.

The next board meeting will be held on Thursday, May 29, 2025; in person if possible with Zoom option.