



General Board Meeting, January 21, 2020

Present:

Bernard Abramson	Andrea Hoberman-	Kim Marks
Michelle Bellows	Martinez	Linda Meisel
Joel Berger	Helaine Isaacs	Warren Mitlak
Jeremy Black	Bret Jacknow	Liz Nayden
Randy Brett	Heidi Joseph	Abigail Rose
Gabrielle Cayton-Hodges	Edye Kamenir	Robert Schwartz
Judi Fleitman	Jonathan Katz	Ed Simon
Lew Gantwerk	Judy Kutin	Polly Strauss
	Moshe Margolin	Cantor Jeff Warschauer

Minutes

1. Meeting called to order at 7:35 PM
2. **D'var Torah** by Polly Strauss
3. **Approval of Minutes**
The minutes of the November Board meeting were approved, see www.thejewishcenter.org/Resources/Board-Minutes.aspx.
4. **Review of actions taken over past 4 weeks**

TJC President Randy Brett thanked the Board, Cantor Jeff, Joel Berger, and all the staff and lay leadership for their hard work and the support given to the congregation in dealing with the aftermath of the death of Rabbi Feldman z"l.

Rabbi Bob Freedman has kindly agreed to lead services, act as *mara d'atra*, meet the *b'nei mitzvah* students, co-officiating the B'nai Mitzvah services with Cantor Jeff, and provide pastoral care. He can be reached at RabbiBob@TheJewishCenter.org. He will cover some but not all of the responsibilities that Rabbi Feldman held and will serve until an interim Rabbi is appointed. Cantor Jeff will continue to run the *b'nei mitzvah* program.

Through the appointment of Rabbi Freedman and by expanding the scope of Cantor Jeff Warschauer's responsibilities, Randy feels we will address the need for clergy at life cycle events.

In addition, we have:

- Hired Joel Berger as Executive Director
- Contacted USCJ and RA to obtain guidance and resources. Both organizations have been exceptionally supportive.

- Gathered materials required for the rabbi search
- Talked to congregants a great deal
- Met with Vav and Zion B'nai Mitzvah families to provide reassurance that our clergy will continue to provide all the tuition and guidance needed.

5. **Deliberation and Future Direction**

Randy wanted the Board to devote the entire meeting to begin the discussion of the future direction for The Jewish Center. He presented some principles to guide discussions:

- Strengthen our community and work towards securing its future
- Continuous two-way communication with congregation throughout the process
- Full and complete transparency
- Recognize that we possess unique strengths as a community and build on these strengths.

The Board divided up into smaller groups and begin the discussion by considering a set of questions which he, Polly Strauss, Judi Fleitman, and Linda Meisel had prepared:

- Where are we now and how do we move forward in coming months?
- How do we maintain connections with all congregants regardless of synagogue participation?
- How do we keep members who had a personal connection with Rabbi Feldman?
- How do we provide our congregation with continued pastoral care, cover life cycle events, teaching, role models, vision, community building, religious observances for Shabbat and holidays, spiritual guidance and leadership (Mara D'Atra)?
- How do we prepare for the High Holidays: RH, YK, Sukkot and Simchat Torah?
- How do we answer our children's questions about Rabbi Feldman's death?
- How can we help each other process the emotions and feelings during our mourning?

Following the break-out session each group reported findings and recommendations. Randy will use these to help direct forthcoming communications to the congregation and plans. He emphasized that community leadership is now more emphatically the Board's responsibility.

6. **Timeline**

Randy reviewed the timeline of events and actions in the next few months:

- Immediate
 - Engage Rabbi Freedman as temporary Rabbi covering B'nai Mitzvahs and other life cycle events - accomplished
- January
 - Initiate process to hire interim Rabbi, to begin no later than July 1, 2020
 - Randy has appointed Judi Fleitman and Ra'anah Boustan to co-chair the search committee
 - Form search committee, establish data gathering techniques, including meetings to gather input from congregation.
- February

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- Launch data gathering and prepare report to Board and congregation
- Begin work on questionnaire due end of March
- Estimate and appropriate funds to conduct interim Rabbi Search
- March
 - Deliver report to congregation, hold information sessions
 - Complete questionnaire and other documents required for search. Consult materials and notes from last Rabbi search (2003-2004)
 - Annual budget cycle begins – estimate costs for interim Rabbi
- April
 - Interviews and visits of interested candidates for interim Rabbi position (not necessarily leading services as there are few openings, but teaching and counselling)
- May
 - Select interim Rabbi, negotiate contract, arrange for start date
 - Prepare and disseminate congregation and community communications
 - Form transition committee to assist in housing, meet/greet meetings, introduction to congregation
 - Annual congregation meeting and election of new officers (May 17th)
- June – July
 - Interim Rabbi begins – starts planning for High Holidays and b’nai mitzvah season
 - Interim Rabbi to act as resource/consultant to congregation and permanent Rabbi search committee
- August
 - Form search committee for permanent Rabbi
 - Prepare and post recruiting documents with Rabbinic Assembly
 - Begin search process

7. **Nominating Committee**

In accordance with the requirements of the by-laws, Randy has appointed Edye Kaminer, Trustee, to chair the nominating committee for the 2020-21 slate of officers.

8. **Executive Session**

Meeting ended at 9:45pm

Minutes recorded by Bernard Abramson

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Attachment – Financial Dashboard

	Dec 31, 2019 YTD Actual	Dec 31, 2019 YTD Budget	Variance	Dec 31, 2018 YTD Actual	May 31, 2019 Full Yr Actual	May 31, 2020 Full Yr Budget
<u>Operational Revenue</u>						
Dues	730,205	502,775	227,430	755,344	912,608	913,500
Security Assessments/Donations	169,038	91,320	77,718	11,100	50,470	122,000
Capital Assessments	51,888	32,530	19,358	52,244	69,190	62,000
CapEx & Building Development Fund	52,093	-	52,093	47,167	2,100	-
Membership	1,943	-	1,943	-	-	-
Other	58,148	44,373	13,775	37,155	72,587	72,050
<u>Operational Expenses</u>						
Professional Salaries	(361,430)	(343,438)	(17,993)	(357,007)	(613,169)	(593,600)
Buildings	(195,760)	(153,986)	(41,774)	(197,880)	(293,413)	(275,275)
Administration	(66,669)	(47,790)	(18,880)	(74,629)	(133,916)	(90,050)
Membership	(2,564)	(9,422)	6,858	(2,934)	(7,497)	(16,150)
Mortgage Debt Service	(42,619)	(42,616)	(3)	(42,619)	(72,980)	(73,060)
Finance	(51,020)	(46,963)	(4,057)	(55,018)	(89,772)	(80,500)
CapEx	(28,220)	(28,220)	-	(264,967)	(55,812)	(67,000)
Information Systems	(17,365)	(25,081)	7,716	(22,452)	(31,497)	(43,000)
USCJ Dues	(33,041)	(25,000)	(8,041)	-	(25,000)	(25,000)
Security	(56,280)	(47,555)	(8,725)	-	(38,757)	(80,271)
Operational Expenses Subtotal	(854,968)	(770,070)	(84,898)	(1,017,506)	(1,361,813)	(1,343,906)
Operational Net	208,348	(99,072)	307,420	(114,495)	(254,859)	(174,356)
<u>Education</u>						
Education Revenue	137,777	139,582	(1,805)	149,238	278,594	253,724
Education Expenses	(184,784)	(214,341)	29,557	(151,336)	(344,137)	(391,960)
Education Net	(47,008)	(74,759)	27,751	(2,098)	(65,543)	(138,236)
<u>Fundraising</u>						
Annual Fund Income	197,896	159,034	38,862	154,247	246,298	250,000
Contributions	24,327	7,590	16,737	41,508	90,944	72,500
Security Grant	49,697	50,000	(304)	-	-	50,000
Other Fundraising (Events)	173,246	110,000	63,246	229	39,274	-
Fundraising Expense	(47,744)	(51,930)	4,186	(25,521)	(36,924)	(3,100)
Fundraising Net	397,421	274,694	122,727	170,463	339,592	369,400
<u>Programming, Committees, Other</u>						
Revenue	120,697	94,618	26,079	95,641	141,692	158,310
Expense	(119,566)	(122,295)	2,729	(91,423)	(202,416)	(219,918)
Net	1,131	(27,677)	28,808	4,218	(60,724)	(61,608)
<u>Restricted Funds</u>						
Revenue	54,748	4,800	49,948	53,311	95,561	4,800
Expense	(35,081)	-	(35,081)	(47,315)	(119,706)	-
Net	19,667	4,800	14,867	5,996	(24,146)	4,800
Total Revenue	1,821,702	1,236,622	585,080	1,397,184	1,999,318	1,958,884
Total Expenses	(1,242,143)	(1,158,636)	(83,507)	(1,333,100)	(2,064,997)	(1,958,884)
Net Income	579,559	77,986	501,572	64,084	(65,679)	-

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Membership				
Category	as of 1/10/20		as of 5/31/19	
	# Families	\$ Billed	# Families	\$ Billed
Household	224.00	610,624.00	245.00	651,945.50
Single	40.00	65,816.00	41.00	65,547.00
Senior Couple	104.00	166,637.50	98.00	156,557.00
Senior Single	82.00	76,180.00	70.00	64,104.00
Subtotal	450.00	919,257.50	454.00	938,153.50
Associate	3.00	1,080.00	4.00	1,440.00
Friend	-	-	1.00	100.00
Remissions	30.00	17,031.50	32.00	13,549.58
Non-Paying*	46.00	-	58.00	-
Total	529.00	937,369.00	549.00	953,243.08
FTE @ full household dues		344.00		355.00
		*Non-Paying includes 10 Exploratory, 1 Young Household, 12 Clergy, 10 Staff and 13 Exempt		*Non-Paying includes 19 Exploratory, 2 Young Household, 12 Clergy, 12 Staff and 13 Exempt

School Enrollment				
Grade	as of 1/10/20		as of 5/31/19	
	# Children	\$ Billed	# Children	\$ Billed
Yad B' Yad	6.00	200.00	5.00	1,525.00
Ganon	5.00	700.00	8.00	1,500.00
Gan Katan	6.00	4,686.00	10.00	8,946.00
Gan	11.00	9,220.00	8.00	7,242.00
Alef	10.00	7,071.60	17.00	16,188.00
Bet	18.00	15,336.00	18.00	15,975.00
Gimmel	10.00	12,890.00	26.00	32,991.50
Daled	25.00	31,580.50	19.00	24,156.25
Heh	17.00	17,759.30	29.00	33,829.70
Vav	28.00	35,769.75	26.00	34,514.00
Zayin	27.00	43,848.00	25.00	35,637.50
Sulam/Tichon	28.00	21,648.00	28.00	11,770.00
Total	191.00	200,709.15	219.00	224,274.95