

Temple Sinai Board of Trustees Meeting Minutes

Wednesday, June 21, 2023

6:30pm Executive Session

7pm Board Meeting

Present

- **Staff:** Terrie Goren, Molly Peritore
- **Board Members:** Liz Daoust, Becky McEntee, Jon Braslaw, Eva Fostovsky-Geckeler, Laurie Leiber, Bill Bonnet, Sydney Firestone-Schimmel, Kate Lucas, Natalie Crouch, Michelle van Tijen, Ari Levy, Lori Waltzer, John Ehrlich, Stephanie Eckhaus, Glenn Oleon, Susan Kagan Waitkus, Karen Tiedemann, Sean Sawyer, Dayna Orange, Anne Schmitz, Calvin Gibbs

Absent

- Allie Silverstein, Aaron Saxe, Julia Fromson-Mayhew, Rabbi Mates-Muchin, Cantor Keys, Rabbi Bressler

Meeting Minutes

- **Board Meeting** - call to order 7:03pm
- **D'var Torah**
 - Michelle shared gratitude for Chavurah groups and Jewish traditions to help through celebratory and challenging times.
 - Introductions around the virtual table; welcoming Sam Schuchat and Myriam Easton.
- **Vote - Approval of Minutes – May 17, 2023**
 - Julia Fromson-Mayhew's edits will be incorporated, non-substantive.
 - **Motion to approve with Julia's non-substantive edits incorporated:** Karen Tiedemann
 - **Second:** Bill Bonnet
 - **All in favor: motion carries**
- **Information and Action - Consent Calendar - Membership Report**
 - 5 new member families
- **Action - Bimah and Usher sign-up**
 - Guidelines have been updated and reviewed by Phil, Sean, and Julia. They will be sent out moving forward.
 - Michelle is working on fixing the issue that allows duplicate sign ups; will communicate when resolved.
- **Information – Financial Report and Budget Presentation (Lori Waltzer)**
 - **Income:**

- i. Membership: 97.54% subscribed at the end of May, assume numbers are final at this point for the year.
 - ii. School and youth revenue: assume complete for the year.
 - iii. Fundraising income: Rabbi Mates-Muchin's celebration was fabulous, raised approximately \$170k out of \$145k budget for the event, latest projections for June include this income.
 - iv. High holiday income: complete
 - v. Other Income: over 100%
- **Operating Expenses:**
 - i. Generally speaking, everything is on track from the expense side when we compare 91.67% of expenses (11/12 months of the year) as a benchmark as compared to 82.90% spent. Payroll is at 86.5% so closer to benchmark.
 - ii. We expect to have a \$150k in surplus at year end, therefore we will not reach 100% on each expense category. This can be seen in the re-projection provided with the FY 2024 budget being presented tonight. Terrie has re-projected using May actuals.
- **Mortgage balance:**
 - i. As of 5/31/23, mortgage balance is \$2.0M and no change from last month
 - ii. The \$250k line of credit does not have a balance on it and we do not expect to need to draw upon it for *operating* support this year.
- **Cash Reserve:**
 - i. Cash balance is approximately \$3.0M as of 5/31; when we subtract the \$1.3M loan draw allocated for the dome, we are at approx. \$1.8M. This is where we expected to be at this point in the year.
 - ii. Adjusting for loan draw timing, ending cash at 6/30/23 from the cash flow is tracking in the \$1.7-1.8M range (last year had been \$1.6M most of the year).
- **Endowment balance:**
 - i. Not reported until 6/30/23 when it is received from JCF.
- **Capital Needs:**
 - i. Dome repair underway and we are tracking costs to date; will get large bill soon as dome is almost complete.
 - ii. \$673k spent of the \$1.6M (through the end of May); other smaller amounts spent for seismic, boiler, and other projects under investigation, total just over \$30k to date.

Motion to approve Budget for the 2023-24 fiscal year:

- **Motion:** Jon Braslaw
- **Second:** Karen Tiedemann
- **All in favor: motion carries**

- **Information – Development Committee Presentation (Sam Schuchat)**

- Membership is about 50% of revenue, Education is about 45%, Fundraising and High Holidays is about 5%.
 - More than half of our revenues are funds from members.
 - Out of Fiscal Year 2023-24:
 - i. 28% of revenue will come from 100 families (out of 866 families)
 - ii. 32% of revenue will come from about 192 families
 - iii. 35% of revenue will come from about 562 families

- iv. 5% (\$342k) Special event needed every year and miscellaneous (High holidays, annual giving, special events and fundraising, scholarship contributions, grants)
- What is to be done?
 - i. Make telephone calls and texts for money (over 100 phone calls or texts)
 - ii. Write thank you notes
 - iii. Help plan and execute a special event
 - iv. Attend the special event
 - v. Encourage your friends to attend the special event
 - vi. Contribute money to Temple Sinai in a way that is meaningful and doable
- Why are board members needed?
 - i. We can't accomplish our goals for the year or the mission without raising the money.
 - ii. Person to person fundraising builds community.
 - iii. It raises awareness about our goals and mission.
 - iv. Development Committee is 6 people, they can't do it alone and they need help.
- Calendar:
 - i. Calendar of October through May events and activities presented.
 - ii. Suggestions:
 - 1. Move the family event from May to January due to "end of year school activities."
 - 2. Question to look into setting fundraising expectations, or even just sharing the fundraising calendar.
 - 3. Need to be more transparent about the needs of the synagogue and why the temple needs additional funding and what benefits donors will receive.
- Ready to sign up!
 - i. Help plan the events on the development calendar (Chai Circle and Tzedakah group, Phone-a-thons, Life and Legacy Program, Annual Fundraising Event, Family Event)
 - ii. Make telephone calls and send text messages
 - iii. Write thank you notes
 - iv. Everyone- please sign up for one task/job! Liz will create a spreadsheet of all the board volunteers.
- **Information – Nominating Committee**
 - Slate for nominating committee is identified; Past President Barry Dubin will chair.
 - Committee has to be comprised of at least 3 board members and 3 non-board members.
 - 6 board seats will need to be filled for this cycle.
 - The group will meet over the summer to come up with proposed slate to present to the board in September, for approval at the annual meeting on November 5.

Motion to approve the Nominating Committee:

- **Motion:** Stephanie Eckhaus
 - **Second:** Glenn Oleon
 - **All in favor: motion carries**
- **Information – Capital Needs Task Force Update (Terrie Goren and Lori Waltzer)**
 - Sanctuary work will be complete soon, but some cleaning and prep is needed.
 - The space will be ready for the High Holidays.

- **Information – Personnel Update**

- Associate Executive Director Sarah Turtleaub has been hired and will start in mid-July.
- Hadas Rave will start on July 5 as Director of Education.
- Mir is going home for six weeks; Dumdup is onboarding in Facilities.
- Molly and Carlota have begun in their new roles at the preschool.

- **Action – Ramp Naming Amendment**

- Last month, the board passed a motion to name a ramp in honor of Denise and Neil Jacobson.
- In further discussion with Denise, she would prefer the ramp in Stern Hall vs the Bimah ramp.

Motion to approve amending the resolution to name a ramp in honor of Neil and Denise Jacobson (leaving the exact ramp decision be decided with Denise Jacobson):

- **Motion:** Michelle van Tijen
- **Second:** Bill Bonnet
- **All in favor: motion carries**

- **Information- 7/19 Security Training**

- Led by John Ehrlich.
- Plan to have dinner before at 6:30, will be an RSVP sent out soon.

- **Information – Board meeting plan for 2023-24**

- Board Meetings in the next fiscal year, starting August, will be in person monthly at Temple Sinai (no remote option).
- They will start at 6:30pm, with executive session at the close of the meeting.

Meeting Adjourned 8:38pm