

May 28, 2019

Temple Beth El Board of Directors  
Minutes of Meeting (Approved)

Covenantal Community

Commitment to Diversity

Caring Community

Warm and Welcoming

Jewish Living Made Accessible and Relevant

Fosters Dynamic Spiritual Growth

Focus on Learning

Focus on Community

Pursuing Tikkun Olam, repair of the world

**2018-2019 Board Goals:**

*Communication*

*Engagement*

*Philanthropy*

**Temple Beth El Board of Directors Meeting Agenda for May 28, 2019, APPROVED**

**7:00 – 9:00 p.m.**

**Attendees:** President - Amy Harrington, Vice President of Communications - Michelle Dennis, Treasurer/ Finance Committee - Paul Jacobson, Secretary – Judy Yokel, Immediate Past President - Scott Roseman, Vice President of Operations - Doug Sommerville, Vice President of Fund Development - Margaret Gordon, Vice President of Education - Shani Ginsburg, Member at Large - Miles Dolinger

**Non-voting members:** Senior Rabbi – Paula Marcus, Associate Rabbi – Shifra Weiss-Penzias, Executive Director - Tanya Lorien, Engagement Director- Melissa Sunberg

**Absent:** Vice President of Human Resources-Robyn Slater, Vice President of Engagement-Melody Randel, Vice President of Social Justice-Jennifer Kaupp, Congregant Facilitator - Nathaniel Deutsch

**Guests:** Lauren Suhd, Peg Shamaria, Gus Gold

AGENDA

1. Roll call and approval of agenda..... 2 min.

2. Comments from Congregation members

Comment from Lauren Suhd: Lauren expressed concerns about the recent/imminent departures of two TBE staff. While there have been frequent changes of executive directors, the staff have kept the temple going doing day to day work, and they have been the constant. She raised the question of whether TBE management is treating staff as we would all like to be treated, consistent with Jewish values. She stated that there are ways to terminate someone’s employment with respect and with a good procedure, and she has concerns whether TBE follows these practices. Lauren mentioned that she is a former union organizer and would be interested in participating in a process where we look at the atmosphere created by management, and ensure that TBE has a team atmosphere and treats people well.

Comment from Peg Shemaria: Peg wrote Amy a letter after hearing of the departure of two staff members. Peg was concerned, as she has had a number of conversations with these two staff members and always found them to be respectful, gracious, attentive and helpful. Peg is a retired psychologist. She stated that TBE has an excellent reputation in the community, and she was shocked when she heard about the departures. She does not know what the issues are that led to the departures, and asked if we can explore the process that happened and what is causing one staff member to resign, and whether it can be repaired.

**Motion by Miles to go to closed session for 5 minutes. Seconded and APPROVED.**

- 3. Closed session .....5 min.
- 2. Relational Question..... 15 min.

What brought you to the Temple Beth El board?

How has it been a positive experience in your life?

**This item was moved to the next meeting.**

- 3. Approval of minutes from April 30 ..... 2 min.  
**APPROVED.**
- 4. Discussion of changes to the Bylaws – Scott Roseman..... 15 min

Prior to the meeting, Scott had sent board members a document with proposed changes to the TBE bylaws. Most of the changes were minor issues of spelling or language. There were two more substantial changes: (1) Bylaws to state that the board President can appoint up to four at-large members to the board. Amy

commented that these at-large positions are used to increase board diversity and to provide a way for younger members to join the board. (2) Bylaws to state that the President and board members will agree on how frequently the board shall meet. This provides flexibility so that board meetings can be held more frequently or less frequently than once a month if the President and board decide it is appropriate.

**MOTION by Scott that the bylaws document be adopted, Judy seconded. Friendly amendment to add that the appointment of at-large board members will be “subject to board ratification.” Seconded and APPROVED.**

5. Bima Update – Amy Harrington/Tanya Lorien..... 25 min.

Josh Karter, who will be our new Executive VP, has taken over this project. We discovered that we could not get a permit for the original plans. The group working on the project has decided to go with a new plan where there will be no fixed bima, but a portable bima that can be used when needed. The architect has submitted new plans for demolition. Josh believes the project can be completed within the designated timeframe. A photo of of a sanctuary in Tiburon was shared, showing a design similar to what we will have. The congregation in Tiburon is reportedly happy with this design.

6. Financial Report – Paul Jacobson ..... 15 min.

Paul passed out a consolidated financial statement showing Budget vs. Actuals for July 2018-March 2019. He and Tanya are very confident of these numbers except for one small footnote shown on the handout. Amy has asked to review the financial cost of interim director Esther and compare to budget, and also to look at the cost of accounting services by the various providers we have had. Paul pointed out a few categories including Administration, where we are over budget (likely due to the costs for Esther), Clergy where we are 2% over budget and High Holidays where we are right on budget. Buildings & Grounds & Facilities are very close to budget. Much appreciation was expressed to Paul and Tanya for all of their work on finances/budget.

7. Executive Director Report – Tanya Lorien..... 10 min.

Membership renewals: Tanya and staff have been working on the brochure and process for membership renewals. Stay tuned for the materials to go out in June.

Staffing changes: The two vacant positions provide an opportunity to redesign how we assign tasks to positions. Tanya is convening a group to make plans for how to move forward. In the interim, our bookkeeper will work extra hours in June to bridge

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the gap and will also train a permanent person. Currently Ashley, a temp worker, is covering the front desk.

The Building & Grounds committee is being reconstituted and will meet on June 10.

Building access: There are some complexities around the alarm system and what happens if alarm is set off. Tanya will bring these issues to the Building & Grounds committee.

Several staff will be moving offices in the summer.

We need help in the office on Friday 5/31; please let Tanya know if you are able to help.

8. Board sign-ups & Update:

Bima/Greeter & D’var Torah – Michelle Dennis ..... 5 min.

Michelle asked board members to go online and sign up.

9. Rabbinic Remarks ..... 10 min.

Rabbi Paula: Encourages people to get on the Tent and use it. Confirmation was lovely and inspiring last Friday night, and she encourages more board members to attend next year. The B’nai Mitzvah retreat is coming up this weekend, and this retreat really forms relationships among families.

Rabbi Shifra: Warriors are in the NBA finals! She invites everyone to watch the 3<sup>rd</sup> game Wednesday evening in the coffee lounge.

NOTE from Amy: Board installation will be on June 21 at the Friday evening service.

CLOSED SESSION.....10 min.

**MOTION by Scott to extend Rabbi Paula’s contract for 2 years with a 5% compensation increase each of those 2 years. Seconded and APPROVED.**

Adjourned at 9:00 p.m.