

**Congregation B'nai Zion**  
**2017 Annual Meeting Minutes**

Tuesday, May 9, 2017

Meeting came to order at 7:00pm.

- I. Invocation Rabbi Royi Shaffin
  - a. Rabbi Shaffin provided an invocation, asking for a blessing of the congregation.
- II. Moment of silence for members who passed away since the last annual meeting:

Seymour Becker	Irvin Nadler
Helen Beckoff	Ray Sias
Rachel Frank	Arthur Silberg
Faye Kahn	Dr. Leonardo Svarzbein
- III. Welcome Alan Cohen
- IV. Reading of Minutes from Last Meeting Kristin Kimmelman
  - a. Kristin Kimmelman read the minutes (attached).
  - b. Leah Chayes moved to approve the minutes as read. Kenneth Kahn seconded. Approved unanimously.
- V. President's Message Alan Cohen
  - a. Alan Cohen remarked how quickly his two years as president passed. He mentioned that anyone who serves on the board serves from the heart and tries to make the best decisions possible for our congregation. He thanked everyone who has served on the board, both in the past and in the future. His message was that CBZ matters; it is the glue that holds the community together. He thanked the members for the opportunity he had to serve, and he looks forward to seeing everyone participate in our community.
  - b. Alan Cohen recognized Shane Lipson for all of his work as the president during the time Alan worked in the office.
- VI. Executive Director's Report Debra Pazos
  - a. Debra Pazos thanked the board for hiring her as the executive director, a position she began on April 3, 2017. She thanked Annalie Rollins and Alan Cohen for teaching her what she has learned so far. She thanked her fellow staff: David Sabal, Denise Tolentino, Arturo Lucero, and Lupe and Viri Arias.

- b. She is addressing member relations through member outreach and following up with people and organizations who use our facility.
- c. She is focused on improving communications with staff and members. Unfortunately, we did not have a clean conversion to Shulcloud; she welcomes feedback from members so that errors can be fixed.
- d. She highlighted some of the programs that Denise Tolentino worked on as the programming manager.

VII. Treasurer's Report

Ernest Eisenberg

- a. Ernest thanked all of the staff, the board members, and all of the volunteers.
- b. He went through his PowerPoint (attached).
  - i. We have greater visibility and forecasting into our budget. Right now, we are ahead of the budget on the expense side. On the revenue side, 45% is associated with dues and, this year, 30% to the matching campaign. If we raise all \$200k (\$100k to receive \$100k), we will have one of the best budget years in a long time. Approximately \$30k has been pledged so far in the matching campaign, and \$27k collected. The largest expense items are labor and staff related. The projected deficit is \$90k.
  - ii. As of December 2016, there was approximately \$300k in the endowment; he estimates that we will have \$175k in the endowment at the end of the year.
  - iii. Goals are to raise the matching funds, better manage cash flow, and improve records to have fewer errors in Shulcloud.
  - iv. Leah Chayes asked if the matching funds would all go to operations or go to the endowment. Ernest responded that, if we have a surplus, that can go back into the endowment.

VIII. New Business

- a. Election of Board of Directors

Cesar Carrasco

Recognition of outgoing board members:

John Garcia	Kenneth Korn
Howard Goldberg	Samuel Kupetz
David Kimmelman	Jerry Schwartz
Joan Korn	

The Nominations Committee nominates the following members for officer positions:

President	David Sabal
1st Vice President	Shane Lipson
2nd Vice President	Adam Rosenfield
3rd Vice President	Ernest Eisenberg
Secretary	William Radcliffe
Immediate Past-Pres.	Alan Cohen

The Nominations Committee nominates the following members for director positions:

Samuel Cohen (2yrs)	Kristin Kimmelman (2yrs)
Edward Dubowitz (2yrs)	Yolanda Radcliffe (1yr)
Bernard Felsen (1yr)	Dora Roe (1yr)
	Don Scharf (2yrs)
	Alejandra Sosa (2yrs)

Cesar noted that we have a vacancy for Treasurer and for one director position.

- i. Kristin Kimmelman moved to close nominations; Herb Ehrlich seconded.
- ii. The slate of officers and directors from the nominating committee was approved unanimously.

IX. Incoming President's Message David Sabal

- a. David Sabal presented Alan Cohen with a plaque and custom-made tallit and thanked him for his service. Alan passed the gavel to David.
- b. David Sabal invited everyone to come to the joint installation on May 19 of the CBZ and Sisterhood boards. At that time, David will lay out our values and vision for the future. He promised that the board will build upon our strengths and tackle problems with innovation. He reminded members that this is our congregation and that it is up to us to embrace it and make it our own.

X. Good and Welfare

- a. Eitan Lavi commented that the staff did a great job supporting Yom Ha'atzmaut; he commended the staff and the chair, Blanca Carrasco.

- b. Brenda Ehrlich commented that there is a good feeling of turnaround despite our financial difficulties; she thinks we will rise to meet the challenges.
- c. Debbie Cohen thanked everyone for giving her her husband back.
- d. David Sabal commented that he has been working in the office for the past several weeks, which has given him an opportunity to see all that has to happen in the office. He gave kudos to Debra Pazos.
- e. Kristin Kimmelman recognized Cesar Carrasco for his service on the board.
- f. Ernest Eisenberg announced that Evelyn Goodman turned 101 the day before.
- g. Jeff Weislow wanted to remind the board to be cognizant of the pulpit duties and keep them in mind when making decisions.

XI. Adjournment

- a. Joan Korn moved to adjourn; Joyce Gronich seconded. Motion carried.

Meeting adjourned at 7:57p.m.

Respectfully submitted,

Kristin Kimmelman

**Congregation B'nai Zion**  
**2016 Annual Meeting Minutes**

Tuesday, May 10, 2016

Meeting came to order at 7:08pm.

- I. Invocation Rabbi Stephen A. Leon
- a. Rabbi Leon provided an invocation and thanked outgoing officers, current officers, office staff, and volunteers. In particular, he recognized Annalie Rollins who had retired as executive director. He closed his thirtieth invocation: Hazak, hazak, v'nitkhatzeik. Be strong, be strong, and let all of us be strong.
- II. Moment of silence for members who passed away since the last annual meeting:
- |                |                        |
|----------------|------------------------|
| Seymour Becker | Irvin Nadler           |
| Helen Beckoff  | Arthur Silberg         |
| Rachel Frank   | Dr. Leonardo Svarzbein |
| Faye Kahn      |                        |
- III. Welcome Alan Cohen
- IV. Reading of Minutes from Last Meeting Kristin Kimmelman
- a. John Garcia read the minutes (attached) because he was the Secretary at the time and took the minutes.
- b. David Sabal moved to approve the minutes as read. Patty Hutman seconded. Approved unanimously.
- V. President's Message Alan Cohen
- a. Alan Cohen acknowledged our accomplishments in the past year. We have continued with the social events, and more people have been coming to the shul. We have been moving into a more mature use of Shulcloud, although there are still some issues. We are getting better transparency on what is going on financially with the shul. We brought in some new talent, and he hopes everyone has gotten a chance to meet Ken Kahn.
- b. We will be welcoming Rabbi Royi Shaffin to take the pulpit as Rabbi Leon takes emeritus status. Rabbi Shaffin was selected as one of 32 inspirational rabbis in the United States by *The Jewish Forward*.

VI. Exective Director's Report

Ken Kahn

- a. Ken Kahn has gotten to meet most of the people in the room and welcomes people to come to the office to meet him. He explained that he came from a shul that had just completed a merger with different types of congregations. He has had some wonderful support, including Joyce Gronich, Monica Kupetz, Lynn Kobren, and others. He thinks they have camaraderie in the office that makes things work better.
- b. He re-computerized the office and started to do a lot of things internally that they didn't have the ability to do before. The first month, he spoke to a lot of people and heard concerns. Annalie's office was transformed into a committee meeting room. Thanks to donations of all sizes from members, none of the events that occurred since February 26 have cost any money; have at least broken even. We're trying to standardize things so that we have the information ready to plan events much more quickly.
- c. He encouraged people with questions to contact him; he'd be happy to talk. He thanked B'nai Zion for bringing him here, and he will keep working to make things better.

VII. Programming Manager's Report

Denise Tolentino

- a. She thanked everyone for the opportunity to work at the shul and serve as the program manager.
- b. She recapped some programs she put together: Tzeirim Shabbat; Rummage Sale; Community Carnival; Shuffle Concert; Second Annual Casino Night; Themed Purim; B'kol Echad Dinner/Inauguration; Pajama Havdalah; Second Annual Mother's Day Brunch.
- c. Upcoming events: 1st Friday of the month – Shabbat Dinners To Go; 3rd Friday of the month – themed Shabbats starting with a Hawaiian theme in June; Annalie's recognition brunch; Lag Ba'Omer; Blessing of the Animals; Movie night and photo exhibit; picnic for Father's Day; Fourth of July celebration.

VIII. Treasurer's Report

Ernest Eisenberg

- a. He commended the office staff on the work they are doing.
- b. He went through his PowerPoint (attached).
  - i. Some changes are that the donations listed in *The Messenger* have to be paid for in advance, and the same goes for the events.

- ii. The 2015-2016 budget was \$510k; so far have collected \$425k. We have a \$90k budget deficit, but we are starting to reduce that through less waste. We need to fix our budget problem or it will fix us.
- iii. The endowment has drastically reduced; it was \$1.6m in 2005/2006, and we only have \$285k left in the endowment forecasted for the end of the fiscal year. We have approximately two years left of the endowment.
- iv. Goals for the future are to balance the budget, provide greater financial transparency, and enhance and improve collections.

IX. Sisterhood Patty Hutman

- a. Sisterhood has had a very good year. At the Women’s League conference, CBZ Sisterhood was presented with a certificate for the 95th year of affiliation with the Women’s League; Sisterhood received a standing ovation.
- b. Sisterhood will be doing the directory and the Honey from the Heart program again soon, and is looking for Sisterhood members or any synagogue members to help with projects.

X. New Business

- a. Election of Board of Directors Cesar Carrasco

The Nominations Committee nominates the following members for board member positions:

Manny Corral  
Joan Korn

Kenneth Korn  
Sam Kupetz

- i. Joyce Gronich nominated Patty Hutman; Kristin Kimmelman seconded.
- ii. Ernest Eisenberg nominated Leah Chayes; Alan Cohen seconded.
- iii. Joyce Gronich asked what is expected of board members. Cesar provided the explanation from the bylaws: board members “shall be expected to attend board meetings, chair, co-chair, and/or serve on one or more committees of the congregation, and support and participate in congregational services and activities.” CBZ Bylaws Article VIII, Section 2.
- iv. Mike Batkin suggested that all of the six members nominated now begin a two-year term. Cesar confirmed that all six would begin a two-year term.

There remains one open board position, the second year of a two-year term.

- v. Kristin Kimmelman moved to close nominations; Neal Gronich seconded. All voted in favor of the nominees.
- vi. No other new business.

XI. Good and Welfare

- a. John Garcia took issue with the budget presentation, which highlighted the additional cost of the rabbi emeritus position.
- b. Kristin Kimmelman encouraged people to attend Yom Ha'atzmaut at Temple Mount Sinai on May 15, Lag Ba'Omer Musical Celebration at CBZ on May 26, and Annalie's Retirement Celebration at CBZ on May 29.
- c. Alan encouraged people to pull together as a community to solve the shul's budget problems either by digging deeper into their pockets or rolling up their sleeves to participate and plan activities.

XII. Adjournment

- a. Joan Korn moved to adjourn; Neal Gronich seconded. Motion carried.

Meeting adjourned at 8:11 p.m.

Respectfully submitted,

Kristin Kimmelman



# B'nai Zion

Annual Meeting 2017 - Budget Presentation



## Accomplishments

- Enhanced Transparency
  - QuickBooks Migration
  - ShulCloud Access & Adoption
  - Monthly Financial Presentation to Board
  - **Understanding the Problem**
- Transfer of Endowment(s) to EPJCF
- Line Item & Fund Integrity
- Reduction of Wasteful Spending
- Charging for Donations
- Charging for Shul Services
- Eliminated Maintenance FTE
- **Improved Forecasting & Budgeting**



## Revenue

(Budgeted)

- 45.5% Dues Collected (Current & Prior)
- 30.3% Matching Campaign
- 5.0% Meal Sponsorship
- 3.6% EPJA Reimbursement (Pass Thru\*)
- 3.0% Cemetery Sales
- 12.5% General & Miscellaneous
- **100% Total – \$659K**



- \$431K or 65.4% collected of budget thru 3.31

## Expense

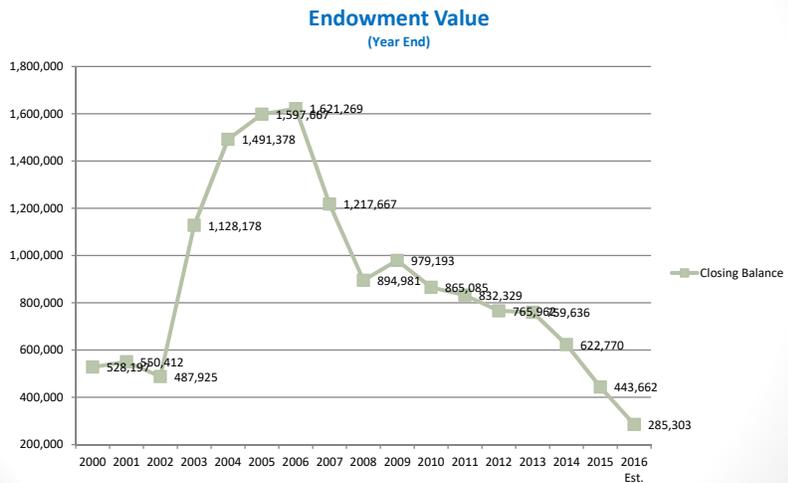
(Budgeted - As a Percentage of Revenue)

- 34.6% Rabbinical
- 28.6% Administrative (Wages – 18.0%), & Misc.
- 12.4% Building Maintenance & Wages
- 11.6% Kitchen & Wages
- 9.4% Cemetery
- 8.6% Utilities (BZ Only)
- 3.3% Insurance
- 3.9% Employer Payroll Taxes
- 2.6% Talmud Torah
- 0.6% USY
- **113.2% Total – \$746K (\$87K 2016-2017 Budgeted Deficit)**

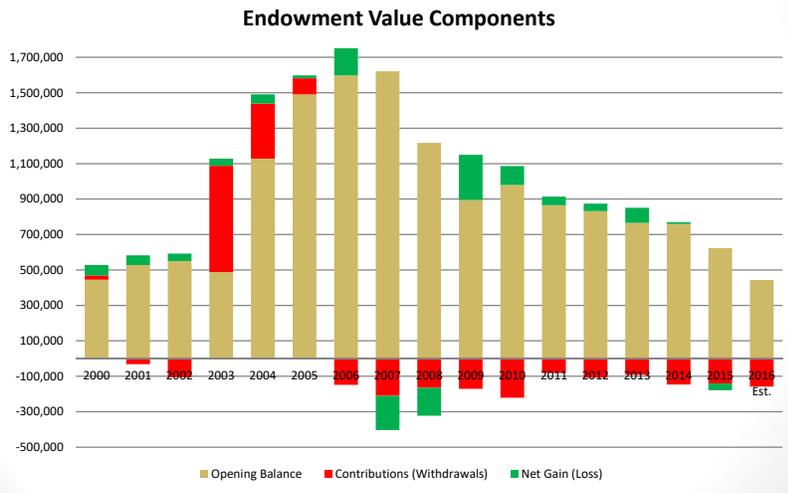
\* *Assumes all \$200K (\$100K from Congregation, \$100K Foundation) Raised*

\$432K or 58.0% spent of budget thru 3.31

# Financing the Deficit



# Endowment Detail



## Fiscal YTD – Actuals

### 2017(3/31)

- Revenue \$430K (65.2% of annual budget)
  - (91.8% of forecasted collectable dues, collected)
- Expense \$432K (58.0% of annual budget)
  - (\$14k **better** than budget – YTD)
    - Direct Donation 16K, Events 24K, Admin Staff 14K, Cemetery 10k, Mnt 16K
- Surplus \$4K (YTD 3.31.17) v. Budgeted \$30K Deficit (thru 3.31.16)

### 2016(4/30)

- Revenue \$425K (82.7% of annual budget)
  - (80.0% of forecasted collectable dues, collected)
- Expense \$490K (81.3% of annual budget)
  - (\$75k worse than budget – YTD)
    - Direct Donation 16K, Events 24K, Admin Staff 14K, Cemetery 10k, Mnt 16K
- Deficit \$-65K (YTD 4.30.16)

## Goals

- Balance the Budget
  - Raise all matching funds
  - Manage cash flow
- Greater Financial Controls, Quality, Less Errors
- Enhanced & Improved Collections
  - Consequences for nonpayment



## Needs

- Better Collections (\$175K AR – Active Members, 8.31.16)
  - Retention Committee
- Active Committees
  - Ways and Means (Capital Raising)
  - Dues and Building Fund Assessment (Dues Setting)
  - ~~Budget Committee (Establish Budget)~~
  - ~~Membership Committee (Recruit New Members)?~~
- Ideas to Bridge the Gap
  - Labor to Execute



## Thank You!

Congregation B'nai Zion - 2017  
Ernest Eisenberg, Treasurer