

Temple Isaiah
Board Meeting Minutes
January 9, 2018

Present: Soo Borson, Richard Jeffery, Steve Gorosh, Joan Behrmann, Shoshana Barer, Carol Fragen, Adam Gilbert, Peter Gordon, Mitchell Karp

Non-Voting Members Present: Douglas Morton

Not Present: Larry Fechter, Ron Martinez, Christopher Spellman, Rabbi David Lazar

- 1) Three Sets of Minutes were approved: 12/26/16 Annual Meeting; 11/21/17 BOT and 12/26/16 BOT.
- 2) Treasurer Report: Richard J. reported that:
 - 1) Cash available (not including the trust funds is \$61,000.
 - 2) We have a FY to-date (July 2017 - Dec. 2017) surplus of \$94,612. However, we generally have a surplus in the first half of the year, and are still shooting to make our FY 2017-8 Budget estimate of a \$87,603 deficit.
 - 3) One positive development is that the Rabbi's Jews Do the Blues Fundraiser raised \$8,702 more than projected.
- 3) Membership Committee:
 - a) In a written report, Larry F. reported that invites were going out for a special Oneg honoring new Members.
 - b) Shoshana requested monthly membership number reports. Joan requested some additional demographic information be included in the survey sent to members. This will be discussed when Larry returns.
- 4) Board Agenda Items: Going forward, requests for items to be added to a Board agenda must be submitted in writing by the WEDNESDAY before the Board meeting.
- 5) Board Meeting Preparation: As with the January 9 meeting, packets of documents relevant to Board Meetings will be distributed electronically on the Friday before a Tuesday meeting. All documentation to be distributed, including budget info, Committee Reports and proposals must be provided to Soo Borson and Steve Gorosh on the Wednesday before the meeting, to enable review, compilation and distribution by the Friday before the meeting.
- 6) New and revised Board Manuals were distributed. The Manuals are designed to be a key tool in tracking matters critical to our efforts to remain at, and flourish in, our current site. Please bring your Manuals to each Meeting, during which three-hole punched hand-outs will be distributed and added to the appropriate section of the manuals.
- 7) New and revised Non-Disclosure Agreements ("NDA") were signed by all Members present at the meeting, and copies were made and kept. All employees (Rabbi, staff)

and key volunteers are also expected to sign the NDA for filing. It was further noted that there have been ongoing concerns about past releases of confidential information. The new NDA states that prior to disclosing any information which the discloser knows or feels is sensitive or confidential, the discloser should state orally that the information is confidential, or if in writing, label the document "Confidential Information". It was emphasized that future violations of the NDA will result in sanctions ranging from warnings to removal from the Board, as per Bylaws.

- 8) Surveys. In light of the member survey drafted by Larry, Soo asked Board members if they were comfortable with sending out surveys. Discussion followed in which people stated that surveys could be useful but that they had to be used very carefully, as returned surveys may be unrepresentative, especially since some of our members do not check emails, and that sometimes surveys attract the most offended people, as with Yelp. Soo stressed that several members of the Board have experience in research, interpreting survey-based information, and identifying bias, and that Larry's proposed survey can help test our ability to do this without becoming divisive. Carol made a motion that surveys may be used, despite their limits, Mitch seconded, and the Motion passed unanimously.
- 9) A new "Purchase Order" Form was distributed, which must be used by any TI member or staff proposing a purchase of more than \$1,000 for Temple use. Adam noted a concern that expensive emergency repairs should not have to wait for a scheduled Board or Exec. Committee meeting. It was agreed that the ByLaws be amended soon, to allow an exception and specify a process for handling such emergencies.
- 10) The new Leave Accrual Policy for paid employees was distributed in order to eliminate past problems in which a departing employee had substantial accumulated leave that had to be paid out, resulting in unexpected deficits. The discussion turned to vacation leave, in general. Members expressed strong support for instituting a new policy requiring advance approval of a formal written Leave Request for all vacation time. Doug agreed to draft a form for review.
- 11) Drug Treatment Center Update. Soo reported that Mr. Ortner is currently working on obtaining a zoning permit, and fire inspection permit, both of which are pre-requisites for filing a license application. Ron Martinez is tracking these processes and reported that the city zoning permit was approved shortly after this board meeting. Members who know personnel at the Palm Springs Planning Commission are encouraged, as appropriate, to put in a good word for various necessary applications in the future. The fire permit is in process and will likely result in the need for some expenditures to bring our space into compliance. Following the completion of these two efforts, a License application will be submitted; approval generally takes about six (6) months.
12. Commercial Kitchen Working Group and Certification. Our kitchens are an important resource that could generate rental revenue for TI, but the poor condition of

the larger (kosher) kitchen and minimal equipment in the service kitchen are barriers. This has resulted in a number of lost opportunities, among others the loss of Sherman's as a caterer for TI events. Our kitchens were last certified by Riverside County Department of Environmental Health in 2007 and must be recertified to be commercially usable. Soo recently took initiative to begin working on a cost-benefit analysis for renovating the kitchen to better serve our needs, which was recently expanded to become a Working Group. (We now have Three Working Groups -- Kitchen refurbishment, Warsaw refurbishment, and Modernism Week at the Temple, which have been formed, in addition to our existing Committees, as shorter-term single-focus initiatives). As discussed in the Finance Committee notes, where the matter has been discussed to-date, Soo is working with various potential clients interested in leasing commercial kitchen space. In order to rent the kitchen for this use, we would need to obtain a new permit from the County. Soo has enlisted the advice of people experienced with this process, including Caryl Rudofsky and Ron Martinez, and we recently had a preliminary county inspection to determine what we would need to do to bring the kitchen into compliance. On the cost side, we are in the process of obtaining bids from contractors for bringing the kitchen into compliance (as well as serving as an attractive venue for rental groups and caterers). When there is more information on the costs and benefits of moving ahead, the Group will report back. Joan and Shoshana volunteered to join the Commercial Kitchen Working group with Soo and Caryl, advised as needed by Ron.

13. The Warsaw Refurbishment Working Group. This group, led by Chuck Steinman, is focusing on two issues with the Warsaw Ballroom: 1) improving flooring (e.g. replacing the carpet, or purchasing wood squares for new flooring, or another surface); and 2) repairing, replacing, or decoratively covering the old, stained ceiling tiles. It was suggested that Seth Shulaner be contacted about joining this group.
14. Seder. Soo presented the Rabbi's Seder proposal, as Rabbi Lazar is not yet back from Israel. The Rabbi suggests that we not do a Seder at the Temple this year for several reasons, including practical and kashrut issues with our kitchen. Soo noted that Seder planning and execution make heavy demands on staff, whose energy and time might be better used for other projects. Rabbi offered to conduct two 90-minute Seder workshops (on history, theory, and practice), and suggested that Miriam Bent might lead a third (on foods and preparation) to educate members on leading a Seder at home, and preparing the Seder meal, and separately suggested an effort to match volunteer hosts with members seeking an alternative to a Temple gathering. While Board members were enthusiastic about Seder workshops, there was a consensus that 1) The Temple Seder has become an important tradition to both older and newer Temple members; 2) The congregation is seen by most members as their "family" in the desert, where relatively few of us are from; 3) We want Rabbi Lazar to lead the Seder, although we would accept an alternate if the Rabbi were unable to attend. Volunteers stepped forward to free the Staff from planning a Seder this year; and vowed that prices will be adjusted, as required, to insure we make some profit from the event. A motion was made to inform the Rabbi regarding our decision, which passed unanimously. It was further agreed that the message

should be personally delivered to the Rabbi. With Soo leaving town, it was agreed that Peter and Steve speak to the Rabbi, and Steve did so several days after the meeting.

15. The next Meeting is on January 30, 2018 at 5:00 p.m., only two weeks from now. The focus will be on initial steps in developing a strategic operations plan.

Minutes prepared by S. Gorosh 1/13/2018