

Steering Committee Minutes
October 9th
6:30 – 9:00 pm

Newsletter Article: Ken
 Drash: Miriam
 Time Keeper: Julia
 Snacks: Galit
 Minutes: Julia

Absent:

Ken Lerner- Co- President
 Bill Kwitman-Past President
 Chris Coughlin- Tikkun Olam Lead
 Teri Ruch- Communications and Engagement Manager
 Deborah Eisenbach-Budner- Education Director
 Tom Berg- Makom Lead

Present:

Julia Lager-Mesulam- Co - President
 Miriam Reshotko- Vice President
 Susan Brenner- Avodah Lead
 Adela Basayne- Program Director
 Shari Raider- Treasurer
 Galit Reilly- Limud Lead
 Rachel Pollak- Office and Facilities Manager
 Benjamin Barnett- Rabbi
 Liz Joffe- Corporate Sectary
 Aaron Pearlman- Kehillah Lead

<p>Blessing <i>Baruch ata Adonai Eloheynu Melech ha Olam, asher kidshanu b'mitzvotav vitzivanu</i> <i>l'asok b'tzorchei tzibbur</i></p>	<p>All</p>
<p>Drash-spoke about story of Noah and idea of starting over</p>	<p>Miriam</p>
<p><u>Approve September minutes</u> Minutes approved-Julia made a motion, Miriam 2nd motion, minutes were approved Addendum: since the meeting, the September minutes were revised further and re-adopted by Steering via email. See below for suggested changes in regards to the following content (in track changes)</p>	<p>Julia</p>

Background check policy – Liz got help from a few people. Charese, Hank, Alana Silverman, Alanna Hein, Janet Byrd and Bruce Barbarasch weighed in. Need a policy in place in order to be able to do BG checks. Liz shared updated draft policy with changes highlighted and explained changes: Hank wanted it to be clear that it needed to be conviction of a crime not a violation. Bruce suggested, and we considered whether to add “since they were hired” to the section about “when existing employees are subject to background check.” Question raised about whether to conduct periodic BG checks every 5 years. It was agreed that was not necessary, costly and invasive. Alanna Hein suggested adding “duty to inform employer of convictions” to Employee Handbook, but the Personnel Committee will have to present that change, along with other changes to the Handbook, separately.

Questions asked were: Is there any specific language about what “job related” means? Agreed that was hard to define. Liz explained we should follow the Portland Ban the Box Administrative Rules. Chris thinks we already agreed that we should align with the “ban the box” rules whose purpose is to NOT exclude people from employment if they were convicted of a crime that is not related to what their job role is. Clarity around ban the box was asked to be included in the policy. It was agreed that we would include a link to the City’s ban the box rules.

Decision was made to remove the underlined phrase “since they were hired”. Liz asked if we can move to adopt with the agreed upon changes (adding link to Ban the Box rules, removing the phrase that was talked about, checking for consistency in hyphenating job-related). Liz moved. Susan seconded. Vote was unanimous and policy is adopted.

Discussed transparency and inclusivity request to review meeting minutes before they are approved and available online. Process was discussed and agreed that we would pilot this process to determine if it meet the goal of having the minutes provide enough context for readers while not burdening the note taker and also not making the process longer for minutes to be available online for the community. It was also suggested that those reading minutes should also read the lead report for context.

Process will be as follows:

- Note taker-send minutes to steering,
- Steering provides edits within 2 weeks back to note taker
- Note taker sends minutes to transparency committee for their review and questions- goal to get that feedback within a week
- Note taker will respond and incorporate clarifications needed in minutes
- Note taker will send another version out before steering
- At following Steering Meeting-Approve minutes
- Minutes are made available online

<p><u>Chagim Debrief as it relates to Steering, Gesher goals and priorities</u></p> <p>While there are various debriefs occurring related to liturgical and logistics, Deborah suggested that as Steering and Staff we debrief our thoughts about High Holidays (HHs) in terms of our goals and priorities.</p> <p>Very meaningful services!! Great messages! Loved coming back to Havurah’s building for 2nd day RH Suggested that we need to provide more clarification & information for 2nd day parking at Havurah Loved all the group aliyot, the ones for new members and families and the teens</p> <p>We had a discussion about the pros and cons of not stating why we are calling specific people up for Aliyot vs specifically saying (for the non-organic aliyot). Historically we have sometimes provided that context and other times we haven’t. Mixed feelings that it is good as it allows people to see the opportunities there are to be involved, that it is meaningful and appreciated to be thanked and for others to know what you are being thanked for. Some con statements about stating what the aliyot were for focused on the feeling it can also make people feel like some members are honored too much. An idea was proposed to maybe speak in general terms about why people are being honored.</p> <p>Did this meet the needs of being transparent and inclusivity? We should get feedback from the committee.</p> <p>Some thoughts for next year included:</p> <ul style="list-style-type: none"> • be mindful to have designated nursing room- room wasn’t available at that time • Should have coat racks outside of bathrooms for tallit • Idea to have nametags with title on it for greeters/ushers- this could make people feel more welcomed • Make more announcements on 2nd day service that lunch was available after services • Missed teen drash on Yom Kippur • People need to be closer to bima before their aliyot. It was too much of lag time while waiting for people to make their way to the bima • Great to have women take the honor of hagbah and men take the honor of gelilah <p>Fiscal</p> <ul style="list-style-type: none"> • Still capturing expenses so can’t give complete picture yet. • Income- \$18K so far, budgeted \$28K. Could get more donations. Last year received donations through January. 	<p>All</p>
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- HHs expenses -\$15K incurred thus far, budgeted \$22K for expenses
- RH Dinner- Overall more on expense side spent \$300 more for RH dinner.
- Spent double about in child care then budgeted- \$3k was spent. Why do we think that happened? Was there an increase of families because it was free? This connects to our value of inclusivity and being welcoming to families.

Sound system was great this year

Tashlich at Willamette-

- location better
- covered area was great
- challenge to get to water
- we need better portable sound system, Avodah is working on looking to purchase new portable sound system
- Different day-some liked, for some it was hard to factor into it a different day and place
- plan to have people help each other down the stone steps to get to water

Tashlich in Beaverton-Beth Shreve and Carrie Kirschner organized it, no one knew how it went who was at meeting

Next year same days of week for RH and YK

Middle School/High School

- discussions-Benjamin requested for parents to lead discussion and he got a lot of volunteers
- Great teen service
- They seemed engaged with each other
- parents were good about telling teens to put phones away

Aaron brought up topic to talk about registration- can we talk about it for next year? Purpose would be to have information on folks, could be helpful to know from a security standpoint, opportunity to fundraise after HHs, follow up on other events, to know who is there? Needs further discussion with Safety committee, HH committee-how much resources do we expend to reach out to potential members when we are at capacity at Tiffany Center, our building, Shabbat School, etc. It was agreed that we need to continue this conversation at next steering meeting.

Aaron will work with Susan to bring people together to discuss this idea.

Police presence- was it a trigger for persons of color who came to services and neighbors at Havurah? Julia mentioned that it was raised as an issue on the Recon Presidents list serve. It did not seem to be an issue or at least it wasn't brought to anyone's attention. Rachel asked police to sit back from sidewalk so it would not

<p>bother neighbors- homeless or folks accessing services from DV program down the street. It is something to keep in mind for next year.</p>	
<p>Finance</p> <p>Membership numbers- 361 confirmed memberships with 44 still to renew. If all those renew we will be at 405. Our budget was based on 415 members. 11 households dropped membership.</p> <p>Karen follows up with people about why they left.</p> <p>Currently our dues adjustment rate is 27.5%. We budgeted 30.5 % -that is good news – we are under what we projected to be adjusted</p> <p>Building Maintenance- \$27K in budget, painting came in under budget- just under \$2k, budgeted 2.7K. That is good because we bought shelves for basement and more furniture for Rabbi.</p> <p>Will bring completed redesign budget to November steering</p>	<p>Shari</p>
<p>Discussion of Public Charge Regulations</p> <p>Sanctuary Committee is tracking potential impacts on immigrant community. HIGH HOLIDAYSS has a proposed rule change about what is allowed to “count” as a public charge.</p> <p><i>“The test has been employed for more than a century to identify noncitizens reliant on cash assistance or long-term nursing home care; those applicants can be denied entry into the United States or refused permanent residency.”</i></p> <p>The proposed rule would add in benefits such as :</p> <ul style="list-style-type: none"> • Medicaid · Medicare Part D Low Income Subsidy, · Supplemental Nutrition Assistance Program (SNAP, or food stamps) · Section 8 Housing Choice Voucher Program · Section 8 Project-Based Rental Assistance • Public Housing. <p>Know the facts about public charge (Español), a factsheet by Oregon Immigration Resource (updated Sept. 22, 2018)</p>	<p>Shari</p>

[Information about changes to proposed rule](#), a factsheet by the Center for Law and Social Policy (updated Sept. 22, 2018)

[Oregon Immigration Resource](#): A network of nonprofits and legal firms that provide information and workshops to families and agencies, with materials in English and Spanish.

[Protecting Immigrant Families](#): A partnership between the Center for Law and Social Policy and the National Immigration Law Center. Sign up for news alerts, download factsheets in English and Spanish.

CAUSA and Latino Network are lead organizations to bring local organizations together to stand up against this proposed rule

On a national level, the National Protect Immigrant Families Coalition led by National Immigration Law Center and the Center for Law and Social Policy.

Shari requested that Steering agree to sign on with these organizations against this proposed rule and that we would provide information to members and encourage members to provide public comments.

Julia made motion, Liz seconded the motion, all voted in favor to oppose this proposed rule and to encourage members to provide public comment.

B’Nai Mitzvah-

Miram offered feedback from the committee about HHs. One suggestion was to utilize signs we use at HHs such as taking off tallit before going to bathroom and cell free phone zone on Shabbat. Before we can utilize the cell phone free zone sign a policy will need to come to steering for approval. Spiritual Life and B’Nai Mitzvah meet for 1st time and discussed cell phone free policy.

The committee doesn’t have a budget. Maybe they need one? Keep in mind for next year.

Meeting adjourned 8:17 p.m.

Makom Report

Building:

- LED Replacement project: As requested by Steering, we inquired if the original quote was employing Union labor. The original quote of \$7147 (after rebate) was not with Union labor, but we subsequently received a second quote from

the same contractor with Union labor for a cost of \$23,913. We are also investigating getting a quote from a different Union contractor.

- Starting to form short/medium building committee. Bruce Barbarasch has agreed to lead this committee and we will have a kickoff committee meeting soon.

Design:

- Interior Painting: finished and half of the corner guards installed, the rest to be installed soon.
- Last furnishing for the Rabbi's office has arrived.
- Gate: Architect is still working on a revised design, using the elements in our window screen.
- Signage policy: Rachel and Joan will be developing a policy to prevent extraneous paper signs from going up all over the building.
- Mosaic plaque: The plaque next to courtyard mosaic is ready to be installed.

Garden:

- The garden committee will have a fall cleanup on Sunday Oct 14.

IT:

- Working to Determine the webcam computer needs to be replaced.
- Reviewing a request from staff for an Adobe Creative Cloud subscription.

Space Requirement Committee:

- Started to contact potential members of an initial team to kickstart this committee.

Kitchen DTF

- Nancy Becker and Fran Berg are working out the next steps for this DTF.

Avodah Lead Report, Submitted by Susan Brenner

High Holiday Committee-

Most of Sept. was taken up with preparing for and going through the High Holy Day cycle. Anecdotal comments were mostly positive, especially about the change in venue for 2nd day RH and Tashlich. Rachel Pollack and Sacha Reich are working on

crafting a post HH online survey to get more formal input on the entire cycle. The committee will meet later in October to debrief and set intentions for next year's HHs.

Ma'avar Committee-

The committee met 9/23 and discussed the following:

Bereavement Support Group- Psychotherapist Louise Marasco, whose practice is focused on grief, will run the group. It will be offered to Havurah members. The committee discussed adding an educational Jewish component in addition to the grief support. Keren McCord will reach out to Deborah and R. Benjamin to see if they can participate in this.

The Conversation Project- Two workshops were scheduled for fall but there was low enrollment, so they've since been cancelled. The next time it will be offered is on 5/5 and 5/19.

Film and Fair- The committee wants to show the film, "Being Mortal" and have an informational fair before and afterward. They came up with the title, "Good Endings" for the event. They're planning to schedule it on Sunday, April 7 from 3-5 PM. They want to have information tables on the topics of

Chevra Kadisha

Aging in Place

Continuous Care Communities

Green Burials

Death with Dignity

Pastoral Care

The Conversation Project (people can sign up for the May sessions)

Trans-gender OHSU Trans Health program

Wise Aging Project

Havurah Cemetery

B'nai Mitavah Committee-

The committee met Oct. 7 with 2 guest members, Sam Sirkin and Phil Walters, from the Spiritual Life Committee to discuss a proposed Electronics on Shabbat morning policy. The policy covers digital electronic devices as well as protocols for professional photographers. The group made suggestions of changes to the policy. They also discussed ways to publicize and disseminate the information including through mentors, workshops, building signage and a Hakol article. The preferred way is

through an initial announcement from the bima on the day of each event. They reviewed the process going forward to include adding revisions to the draft to be discussed at the next SLC meeting, showing it to the B'nai Mitzvah Committee again before finally presenting it to Steering.

In addition, Sam proposed that the information from the laminated cards for aliya, hagbah & g'lila honors be added to the BM Handbook and be sent to participants a couple weeks before the event. Phil volunteered to meet with those people to demonstrate the technique.

Susan noted that typos on the program guides abound and it could be helpful for a separate pair of eyes to review them before printing. She will look for experienced Hebrew readers from the SLC to volunteer to look over programs.

Date selection-The committee discussed keeping the current date selection process based on chronological seniority and not make any changes to it.

Workshops- They reviewed and covered the list of 6 workshops coming up this year and next.

B'nai Mitzvah Redesign- The committee will keep its current role and duties until changes need to be made as the redesign evolves and unfolds.

Mentors- They looked at the current list of 6 veteran mentors and talked about who could be added to the list.

There are four families in this year's cohort who do not have a mentor assigned yet. There are 19 families in the 2019-20 cohort.

Tutors- Michele Goldschmidt will be moving away from Portland. A special service in her honor is being planned. Several new tutors will be needed and should meet with R. Benjamin.

Post B'nai Mitzvah Surveys- Michael sent a test out to 5 families. He's waiting for replies.

Leadership- Miriam is willing to continue on this year as Chair. Next Sept. Amanda can step up to be co-chair and perhaps be joined by Constance Plager, who is new to the committee.

Next meeting will be in Feb. Date TBD via Doodle Poll.