

## Temple Sinai Board of Trustees Meeting 2/22/18

**Board Members Present:** Grace Bach, Jeff Lavenhar, Wendy Vean, Bruce Tully, Barb Lettes, Sandy Korn, Vicki Goldman, Frank Urman, Amy Rittenberg, Kathy Zeiger, Jen Feingold, Lane Feingold, Gene Rosenthal

**Staff Members Present:** Lorne Maltenfort, Dan Yolles, Karen Kirk, Marissa Vaughn, Julia Teitell, Lisa Thorner, Sheila Nesis

**Guests:** Elise Kaplan, Adam Kaplan, Evan Slater & Adrienne Greenberg

Larry Jacobson called the meeting to order at 6:35 P.M. It was noted that a quorum was present. Rabbi Susan Rheins delivered the D'Var Torah. Frank Urman requested that two changes be made to the consent minutes from the board meeting on 1/25/18. A \$32,272 liability was created because the Zwerin Endowment experienced a reduction in value from its initial investment. Frank expressed that the staff was been unable to produce an accounts receivable aging, so this was the process used. With the above changes to the minutes, Jen Feingold moved to approve the minutes, Bruce Tully seconded the motion. Lorne Maltenfort presented a resolution to the Board to approve Temple Sinai's participation in Live On/LIFE & LEGACY program, a partnership between Rose Community Foundation and the Harold Greenspoon Foundation. This is a two year program which will support Sinai Circle.

Anyone can make a legacy gift to Temple Sinai. Michelle Weinraub made a motion to approve the resolution, Lane Feingold seconded the motion. The board had discussion regarding the motion. Point 4 of the resolution was clarified regarding reporting to the board four times per year. This reporting will be used to insure that the Board is actively engaged in the program. Clarification regarding the program's goals was requested. The Temple sets its own goals. The current goal is to add thirteen new Sinai Circle members this year, and fourteen new members next year. The motion passed as presented.

Frank Urman presented the treasurer's report. The Temple had a net cash balance of \$298,571 as of 1/31/18.

Karen Pawlek is in the process of making year-end adjustments. These adjustments include \$130,000 which will be moved from the general fund to various Special Purpose Funds. The BOF account was approaching \$400,000. Due to the balance in the account, it was determined that at \$200,000 principal payment to the loan should be made. This payment was made on 2/21/18. Frank reported that the management letter for the audit has not yet been received from Jeff Cohen. Jeff recognizes that he needs to provide the management letter to the Temple. In addition, Jeff Cohen has volunteered to work with Karen & Lorne on a new chart of account for the statements beginning 7/1/18. A new chart of accounts will make the next audit more efficient and will create more professional financial statements. Karen Pawlek is in the process of hiring an additional employee for the accounting department.

Julia Teitall reported that the Youth Group is taking over the Purim Carnival this year on 3/4/18. She asked the board to volunteer and donate.

Lorne Maltenfort presented the revised organizational chart. The Director of ECE, Director of Education, Director of Youth, Director of Programming and Controller are all considered to be equal. The Assistant Executive Director position and Music Engagement Educator position were raised in the organizational chart because they may be involved in life cycle events and work with the clergy. The senior staff levels are a product of the current by-laws. The staff-on position is used so that staff represents the Temple during life cycle events. Lorne would like to have more employees share in the staff-on responsibilities. Staff-on is based upon job descriptions. Sheila Purdin, the new ECE Director, will have staff-on responsibilities. Jenn Feingold moved that the organizational chart be approved based upon the approval of the job descriptions at the next board meeting on 3/22/18. Frank Urman seconded the motion. The motion passed as presented.

Frank Urman reported that the BOF committee has met to discuss raising money to obtain the \$350,000 matching gift. The committee determined that comprehensive data regarding who has donated to BOF, what pledges are

still outstanding and what naming rights may still be available is necessary in order to formulate a plan. Karen is working to obtain this information. The committee has been working on various ideas to raise money including additional naming rights, selling seats in the sanctuary etc. Possible assessments of the congregation have also been discussed. The committee plans to bring recommendations back to the board.

Lane Feingold presented the Strategic Plan Draft to the board. Michelle Weinraub moved to approve the Strategic Plan Draft to be presented to the congregation for feedback. Frank Urman seconded the motion. The board discussed various points of the plan, including providing excellent and meaningful education. Frank called for the vote, and the motion passed as presented.

Vicki Goldman asked the board for their support on the Annual Event. The board members received a folder which included 3 forms for silent auction items, the sponsorship and tribute journal information and table captain forms. It was requested that all board members obtain three silent auction items, bring a bottle of wine and become a table captain.

Sandy Korn and Barb Lettes reported that the social action committee held their first meeting. They decided on a Temple wide social action project that focused on hunger. The Temple is partnering with Jewish Family Services (JFS). JFS will provide bags with lists of items needed for the food pantry. The committee will be working with Aubry regarding PR.

The new member dinner will be held on 2/23/18. There will be seventeen new families attending.

The Todd Siler art show will be held on 2/24/18. The Rabbis' Haggadahs with Todd Siler's art will be available for sale.

Grace Bach reported that the Caring Committee will be holding a Kugel cook-off on 4/29/18 from 12:00-3:30.

Sandy Korn and Barb Lettes reported a special Shabbat service and dinner will be held on 4/20/18 to celebrate Israel at 70.

On 4/17/18 the Temple will be hosting Yom HaZikaron.

Temple Sinai will be hosting the first community-wide Yom HaShoah service on 4/11/18.

The meeting was adjourned at 8:10 P.M. for Executive Session.