

TEMPLE SINAI BOARD OF TRUSTEES MINUTES
September 26, 2018

Present: Lori Berman, Rita Brickman, Naomi Camper, Jill Chenok, Andrew Engel, Larry Freedman, Gary Friend, Nancy Golding, Cathy Goldwyn, John Hellerman, Deborah Lewis, Andrew Mannes, Matthew Pachman, Catherine Ribnick, Todd Rosenstover, Marcie Solomon, Laura Steel, Anita Stoll, Michael Sussmann, D. Jean Veta, Regina Ziegler, Rabbi Roos, Rabbi Rosenwasser, Rabbi Goldstein, Cantor Croen, Cantor-Educator Robins, and Ellen Agler. Dianne Rudo, Chair of the Audit Committee joined the Board for the audit report.

Call to order: The meeting was called to order by Gary Friend at 7:30 p.m.

D'var Torah: Laura Steel gave the d'var Torah.

Board operations and general business:

- The **Board meeting minutes** of the July meeting were approved with the revision that Surplus Fund should be capitalized.
- **Membership reports** - the revised July report and the August-September report were both approved.
- The **financial report** was reviewed by Deborah Lewis. At present, we are projected to be within budget.
- **Member Find Your Connection Fair** – Jill Chenok, Chair of the Membership Committee outlined the upcoming fair, which is scheduled for October 24, 2018 from 7:30 to 9:00 p.m., with participation from most committees and other groups. Details to follow.

Updates and discussion:

- **Development Report** – Gary Friend delivered the development report for Seth Speyer and reported that the focus is on building the Annual Fund through marketing and personal outreach & raising awareness of Rimonim/Legacy Society and charitable estate planning options for congregants of all stages of life. Rimonim membership and interest in charitable estate gifts is growing as the capital campaign progresses. Rimonim Society recognition is planned for spring 2019 with a special Shabbat service and dinner on April 12th. Volunteer Leadership and event plans to be detailed shortly. Annual Fund communication plan is in collaboration with Capital Campaign outreach. As of last week approximately \$25,000 had been received into the 2018-2019 Annual Fund.
- **High Holy Days and Phone-A-Thon** – Catherine Ribnick provided a summary of the HH Phone-A-Thon, including certain challenges and suggestions for improvement. It was reported that 27 callers made contact with 1107 family units; 230 member families (23%) were reached; 17 (2%) had substantive communications and 4 required immediate attention. The Rabbis also indicated that they have been receiving and will continue to receive feedback, which will be evaluated in planning for next year's services.
- **Annual Audit** – Diane Rudo, Chair of the Audit Committee discussed and explained the audit process, controls and best practices, and the report prepared by the independent auditing firm. The audit went

very smoothly without concerns. The Board approved the (draft) Financial Statements for Year End May 31, 2018 with Summarized Financial Information for 2017.

- **Capital Campaign And Strategic Planning** –Andrew Engel gave an update regarding the Capital Campaign, Building Renovation/Expansion Highlights and advised that we have achieved 100% Board participation with \$1.5 million in pledges. As of the present, we have received over \$3 million in pledges (from a total of about 75 people, including cornerstone donations for a minimum of \$100,000). The concept drawings continue to be shared and refined. The next stage of this work requires retaining a construction project manager, a 3rd-party serving as our owner-rep and with expertise in all facets of facility design, permitting, and construction. Three firms were identified through outside references and two submitted proposals in response to the Project Manager Request for Proposal (RFP). Discussion topics included timelines, conferences with other religious institutions, input sources, and the activities of the Capital Campaign/Campaign Executive Committee. The Strategic Planning Committee will become more active in priorities and pacing. Marsha Shaines will be leading the Strategic Planning Committee's next phase of work. The Board authorized the committee to proceed with retention of a Project Manager.
- **Communications Task Force** – Cathy Goldwyn will be taking over the task force and will be developing recommendations.
- **Gift Acceptance Policy** – Larry Freedman will be leading a small team to update the policy.
- **Signage Policy** – The proposed signage policy was discussed and changes/clarifications were suggested. The issue was tabled for further revisions and for a future vote.

Reports:

- **President's report** – as submitted
- **Senior Rabbi's report** – as submitted.
- **Executive Director's report** – as submitted.
- Rabbi Rosenwasser also shared his wonderful news that he and Shalom are expecting and will be adopting a baby boy; he will be taking paternity leave and coverage by the other clergy has been arranged.

Executive session – Personnel matters were discussed.

Adjourn: The meeting was adjourned at 10:00 p.m.

Respectfully submitted, Laura Steel, Assistant Secretary