

**TEMPLE SINAI BOARD OF TRUSTEES**  
**MINUTES OF BOARD MEETING – April 19, 2023**

**Present [meeting conducted in person and on Zoom]:** Lori Berman, Naomi Camper, Dora Chen, Ellen Croog, Glenn Engelmann, Larry Freedman, Nancy Golding, Cathy Goldwyn, Ken Jaffe, Katie Joselow, Dan Koch, Audrey Kramer, Deborah Lewis, Myron Marlin, Howard Oppenheim, Jonah Perlin, Debbie Rappaport, Steve Sacks, Marcie Solomon, Seth Speyer, Laura Steel, Anita Stoll, Michael Sussmann, D. Jean Veta, Regina Ziegler, Senior Rabbi Jonathan Roos, Rabbi Hannah Goldstein, Cantor Laura Croen, Cantor Educator Rebecca Robins, Director of Early Childhood Education Ali Hurewitz, and Executive Director Ellen Agler.

**Call to order:** With a quorum of the Board members present, the meeting was called to order at 7:31 p.m. by Temple Sinai President Marcie Solomon.

**D’var Torah:** Rabbi Roos delivered the D’var.

**BOARD OPERATIONS AND GENERAL BUSINESS:**

- **Board Meeting minutes:** The March 2023 Board Meeting minutes were approved.
- **Membership report:** The March 2023 membership report was approved.
- **Financial report:** Ken Jaffe presented a summary of the written Year-to-Date Financial Summary (as of 3/31/2023) for the 2022-2023 Fiscal Year and advised that we are basically still on budget. A comparison of the Actual Year-to-Date and Budget Year-to-Date figures in the written report reveals that income is slightly over budget and expenses are at 96% of budget. Member commitment income has picked up somewhat and is ahead of last year such that we are now projecting a shortfall of 0.5%. Investment income (interest earned on our cash reserves) is much higher than budgeted due to increased interest rates. “Other income” is higher than projected due to online payment processing fees, which are offset by expenses in the Administration line. In addition, both “Other income” and “Other Expense” are higher than budgeted due to the Davis Center’s Civil Rights Trip, which adds offsetting income and expense. Due to lower-than-projected enrollments, Nursery School tuition revenue is trending below budget, offset partially but not completely by reduced expenses. Ken also reinforced that the approved budget includes a \$416k draw from the Sustaining Fund, and that based on the current improved projection, we will be able to reduce the transfer to \$270k.
- **Nominating Committee Report:** Deborah Lewis, Past-President and Chair of the Nominating Committee, presented the slate of proposed nominees for Officers, Board of Trustees, and the Nominating Committee. Upon motion and vote, the Board recommends that the slate of nominees be approved for election by the Congregation at the Annual Meeting.

## **OTHER BUSINESS:**

- **Davis Center:** Glenn Engelmann submitted a written report regarding the Davis Center, including proposed disbursements from the Eugene Lipman Social Action and Tzedakah and Davis Center Funds in the total amount of \$35,500. As of March, 2023 there was approximately \$143k designated for social action in these two funds, aside from funds specifically designated for refugee support activities. Glenn also outlined the recommendations for the reappointment of Davis Center Steering Committee members.
  - **Eugene Lipman Social Action Grant Resolution** – Upon motion and vote, the attached proposed Resolution was approved. [Ariel Levinson-Waldman did not attend the meeting and therefore did not vote on the grant recommendations that included Tzedek DC as a proposed recipient].
  - **Davis Center Steering Committee Appointments Resolution:** Upon motion and vote, the attached proposed Davis Center Steering Committee Appointments Resolution was approved.
- **Resolution on Sustaining Fund Releases:** Ken Jaffe reported that it has come to the attention of the Finance Committee that the formula adopted by the October 21, 2020, resolution requires modification. If not modified, the formula will not result in the release of all available amounts in the Sustaining Fund by fiscal year 2026-27, as intended. This is because the formula does not take account of either Legacy Gifts that may be fulfilled during the period or new pledges to the Sustaining Fund that have been received subsequent to the prior resolution's adoption. Ken outlined the proposed Resolution whereby a portion of the Sustaining Fund will be released for Temple operations each year to support the specified Temple activities until fiscal year 2026-27. Each such release will be included in the annual operating budget recommended by the Finance Committee and the amount to be released shall be up to the total pledged amount, plus Legacy. Upon motion and vote, the attached proposed Sustaining Fund Resolution was approved.
- **Art and Design Committee:** Ken Jaffe discussed the reactivation of the Art and Design Committee with a charge to acquire and/or commission works of art for the new South Addition and to review, reframe or otherwise update the artwork in our existing building. The Art Committee has developed a budget for those activities, which provides a range of \$110,000 to \$160,000. Coincidentally, the synagogue has received a generous bequest of \$250,000, which was the fulfillment of an endowment campaign pledge. In accordance with Temple policy, that bequest has been deposited in the Endowment Fund. This bequest was not restricted or limited. However, the donors' family has advised that the donors were interested and active in the Art Committee and, therefore, the family has asked that a portion of the bequest be used for art for the South

Addition. To honor that request, the Committee recommends that up to \$125,000 be available from the endowment to support the acquisition of works of art for the South Addition. Under the proposed Resolution, the Art and Design Committee would identify the works of art it proposes to acquire or commission and other activities, with the associated costs. Each request for a release from the endowment would be reviewed by the Senior Rabbi and the Chair of the Finance Committee. If they approve, the funds may be withdrawn from the endowment up to the total authorized by this Resolution (\$125k). Upon motion and vote, the attached proposed Resolution on Funding Art Acquisitions was approved.

- **Fiscal Year 2023-2023 Budget:** Ken Jaffe, on behalf of the Finance Committee, submitted the two budgets for 2023–2024: the Operating Budget and the Capital and Building Budget. The proposed Operating Budget is balanced and both revenues and expenses are projected to total \$6,576,188, including a budgeted release of \$291k from the Surplus Fund. Despite high overall inflation, which has affected the Temple’s operations, this represents an increase of only 0.35% in operating expenses. This figure includes both costs and revenues for the Nursery School and the Religious School as part of the overall Temple budget. The written memorandum and proposed budget outline the key revenue assumptions regarding: membership commitments; Religious School and Nursery School enrollments; releases from the Annual Fund, Endowment Fund, Sustaining Fund; revenues from security fees; and an anticipated Surplus Fund Transfer. The report also summarized the key expense assumptions regarding: personnel; contract security; and other costs.

According to the written Capital and Building Maintenance Budgets, in 2023-2024, we plan \$100,000 for debt service, \$653,542 in capital and maintenance project costs, and an increase to reserves of \$10,000, for a total budget of \$851,542. While this is a substantial increase over the current year, the total includes \$244,440 for projects that were approved in prior years, but not completed. Some of the new projects for next year include an upgrade to fluorescent lighting to increase energy efficiency, playground landscaping, security system improvements, and website design. We are continuing the practice of planning maintenance & replacement projects with an eye toward opportunities, when possible, to save costs by getting work completed in conjunction with the renovation and expansion work.

Upon motion and vote, the Board recommends that the Congregation adopt the proposed budgets at the upcoming Annual Meeting.

#### **UPDATES AND DISCUSSIONS:**

- **Annual Meeting of the Congregation:** Marcie Solomon discussed the upcoming Annual Meeting, which will be held on Wednesday evening, May 24, 2023. While the meeting will be in hybrid format (both in person and Zoom), Marcie is asking that each Board

member try to attend in person. Three clergy contracts will be up for a vote along with approval of the annual budget.

- **Renovation and Expansion:** Ken Jaffe provided an update on the Temple's renovation and expansion. This month we saw the steel structure rise up from the foundation to form the shape of the South Addition. The R&E Committee and the Temple's project manager continue to review and oversee progress of the project. We raised concerns over problems that arose in the erection of structural steel, which led the general contractor, Scott Long Construction, to enhance its project management resources. Ken advises that the project remains on budget and Scott Long's schedule still projects substantial completion by early September 2023. However, the remaining schedule is tight, so adjustments may prove necessary to permit access to the building through the South Addition while other work is completed.
- **Capital Campaign:** Naomi Camper gave an updated report about fundraising, including recent and planned events to raise the visibility of the Campaign, the theme for closing the Campaign, upcoming celebrations, future efforts to engage congregants who have not yet participated in the Campaign, the upcoming playground renovation fundraising campaign by the Nursery School, and the status of the Board initiative to mark the end of the Campaign with a group tribute - a collaborative gift by current and former board members and officers celebrating the spirit of board service.

#### **REPORTS:**

- **President's Report** – as submitted.
- **Senior Rabbi's Report** –Rabbi Roos provided an oral report, highlighting the following: the welcome addition of Rabbi Stephanie Bernstein to the clergy team and the transition of incoming Senior Cantor, Rachel Rhodes, who will be attending the Annual Meeting and who will be starting in July 2023. On behalf of the Board and the entire congregation, Rabbi Roos also extended our collective gratitude and appreciation to outgoing President Marcie Solomon as she presides over her last regular Board meeting of the fiscal year and of her term as president, as well as our profound thanks to outgoing board members Michael Baratz, Lori Berman, Debbie Rappaport, Deitra Reiser and Regina Ziegler for their leadership. Rabbi Roos recited a blessing for Senior Cantor Laura Croen, who will be honored in a series of events for her incalculable contributions to our Temple.
- **Executive Director's Report** – as submitted.

**EXECUTIVE SESSIONS:** Confidential and personnel matters were discussed in two Executive Sessions with an opportunity for questions and discussion.

**RESUMPTION OF GENERAL SESSION:** Upon conclusion of the second executive session, the Board returned to general session and, upon motion, voted both to recommend that the Congregation approve the proposed contract for Rabbi Hannah Goldstein and to confirm that, upon approval by the Congregation, her title will immediately change from Associate Rabbi to Rabbi.

**Adjourn:** The meeting was adjourned at 9:29 p.m.

Respectfully submitted, Laura Steel, Secretary

**Resolution for Board of Trustees Meeting**  
**Approved April 19, 2023**

**Resolution for Eugene Lipman Social Grant Distribution**

On March 22, 2023, the Davis Center Steering Committee recommended without objection, the following disbursements from the Eugene Lipman Social Action and Tzedakah and Davis Center Funds at Temple Sinai. Proposed disbursements total \$35,500. As of March, 2023 there was approximately \$143,436 of funds designated for social action in these two funds, aside from funds specifically designated for refugee support activities.

**Passion4Learning - \$2,000.** c/o Matthew Ratz, Executive Director, PO Box 894, Gaithersburg, MD 20884.

**The Family Place - \$2,500.** c/o Haley Wiggins, Executive Director, 3309 16<sup>th</sup> St., NW, Washington, DC 20010.

**Tzedek DC - \$5,000.** c/o Ariel Levinson-Waldman, Executive Director, 4340 Connecticut Ave., NW, Ste. 319, Washington, DC 20008.

**Washington Womenade - \$2,500.** c/o Amy Kossoff, M.D., Executive Director, 4500 Leland St., Chevy Chase, MD 20815

**Community Purchasing Alliance Cooperative - \$3,000.** c/o Lauren Greenspan, Head of People and Culture, 1226 Vermont Ave, NW, Suite 200, Washington DC 20005.

**The TraRon Center - \$5,000.** c/o Ryane B. Nickens, Founder and President, 700 Pennsylvania Avenue SE, Second Floor, Washington, DC 20003

**Friendship Place - \$2,500.** c/o Kathy Lowy, Director, Foundation Relations, 3655 Calvert Street, NW Washington, DC 20007

**Community Farm Share - \$3,500.** c/o Jennifer Freeman, Executive Director, 14975 Rd. Poolesville, MD 20837

**Solutions for Hometown Connections - \$2,000.** c/o Marritt Groeschel, 8145 Baltimore Ave., Box 458, College Park, MD 20740

**Turning the Page - \$2,000.** c/o Jason King, 80 M Street SE, Suite 110, Washington, DC 20003

**Everyday Canvassing Company - \$1,000.** c/o Tino Fragale, 10023 Dallas Avenue, Silver Spring, MD 20901

**NW Community Food - \$4,500.** c/o Judith Ingram, 3730 Cumberland St. NW, Washington, DC 20016

**Resolve:** Distribute \$35,500 from the Eugene Lipman Social Action and Tzedakah and Davis Center Funds to the organizations and programs recommended by the Davis Center Steering Committee.

**Resolution for Board of Trustees Meeting  
Approved April 19, 2023**

**Appointment of Davis Center Steering Committee Members April 2023**

Davis Center Steering Committee members are appointed for staggered terms. Consequently, the terms of three Steering Committee members are expiring this year. In addition, Dora Chen will be stepping down from the Steering Committee due other time commitments including her recent appointment as Co-chair of the Multiracial Sinai Committee.

The Board's approval is therefore requested for reappointing the three members whose terms are expiring: Glenn Engelmann, Susan Kidd and Ellen Kurlansky. In addition, Board approval is sought for the appointment of a new member Anne Schwartz. Glenn's appointment will be for the 2 remaining years of Dora's term. The others will be appointed for full three-year terms.

**Resolved**, that Susan Kidd, Ellen Kurlansky and Anne Schwartz are appointed to three-year terms on the Davis Center Steering Committee and Glenn Engelmann is appointed to a two-year term.



**Resolution for Board of Trustees Meeting  
Approved April 19, 2023**

**Proposed Resolution on Sustaining Fund Releases**

**Whereas,** the *Sustaining Fund* was established as part of the *Honor our Heritage, Build our Future* campaign (the “Campaign”), to receive Campaign contributions to support temple activities in the areas of social action, pastoral care, and clergy support, and

**Whereas,** these funds were intended to be used for these purposes during the 10-year period of fiscal year 2017-18 through fiscal year 2026-27, and

**Whereas,** in a resolution adopted on October 21, 2020, the Board of Trustees allocated to the Sustaining Fund gifts to the Campaign specifically designated for the Sustaining Fund, as well as Legacy Gifts received as part of the Campaign, so long as the total of the Sustaining Fund does not exceed \$2,000,000, and

**Whereas,** the October 21, 2020 resolution also established a formula for releases from the Sustaining Fund to operating revenues during the fiscal years specified above; and

**Whereas,** the formula established in the October 21, 2020 resolution does not provide for the release of all amounts in the Sustaining Fund, including Legacy Gifts received, to support the specified temple activities by the end of fiscal year 2026-27, as intended; and

**Whereas,** as of December 31, 2022, the Sustaining Fund had received pledges of \$1,240,922, and the Campaign had received pledges of Legacy Gifts of \$931,500, and the Sustaining Fund had a cash balance of \$809,303,

**Be It Therefore Resolved that:**

*A portion of the Sustaining Fund will be released for temple operations each year to support the specified temple activities until fiscal year 2026-27. Each such release will be included in the annual operating budget recommended by the finance committee. The amount released shall be up to the total pledged amount, plus Legacy Gifts received, as of December 31 of the prior year, less amounts that were released in prior years and an allowance for uncollectible pledges, divided by the number of remaining years. As an example of this calculation, for fiscal year 2023-24, the total will be divided by 4, since there are 4 years remaining over which to spread the releases.*

**Resolution for Board of Trustees Meeting  
Approved April 19, 2023**

**Proposed Resolution on Using Endowment Funds for Art Acquisition,  
Up to a Maximum of \$125,000**

**Whereas,** the Art Committee has developed a plan for the acquisition of art for the new South Addition to the temple, including a piece of art that affords recognition to donors to the *Honor our Heritage, Build our Future* campaign, and

**Whereas,** the temple has received a generous bequest from donors who were active in the Art Committee and whose family is interested in providing appropriate and meaningful artwork for the temple, which bequest has been deposited in the endowment, and

**Whereas,** the Board of Trustees is agreed that it is appropriate to make a portion of that bequest available to support art for the new South Addition, subject to appropriate oversight by the Senior Rabbi and Finance Committee Chair;

**THEREFORE, Be it resolved that:**

*Up to \$125,000 may be released from the endowment to fund the acquisition of a donor recognition work and other artwork to be placed in the South Addition. For each individual release, the Art Committee shall submit a request identifying the artwork proposed to be acquired or commissioned and the cost of the artwork to the Senior Rabbi and the Chair of the Finance Committee. Each request shall also include the Art Committee's plans for the remaining artwork to be acquired or commissioned, if any. If the Senior Rabbi and the Finance Committee approve the request, the release of funds from the endowment, up to the total authorized by this resolution for all such requests, shall be authorized.*

**Nominating Committee Report and Slate**  
**April 19, 2023**  
**Submitted by Deborah Lewis**

**Officers Nominees**

President – Ken Jaffe  
Executive Vice President– Glenn Engelmann  
Vice President – Anita Stoll  
Vice President – Larry Freedman  
Vice President – Jonah Perlin  
Treasurer – Dianne Rudo  
Assistant Treasurer – Naomi Camper  
Secretary – Laura Steel  
Assistant Secretary – D. Jean Veta

**Board of Trustees Nominees**

2nd Term: Dora Chen and Seth Speyer

1st Term:

Laura Kolton  
Sam Lehman  
Anthony Murphy  
Aaron Panner  
Sara Rosenblum

**2023 Nominating Committee Nominees**

Amanda Broun  
Josh Mintz  
Maribeth Raffinan

Board Members: Larry Freedman and Ariel Levinson-Waldman

**2022 Nominating Committee**

Deborah Lewis – Past President  
Ray Fields (leaving)  
Donald Fishman (remaining)  
Michelle Grossman (remaining)  
Amy Mack (leaving)  
Howard Oppenheim (leaving)  
Ann Sloane (remaining)

Board Members (leaving):

Lori Berman  
Dora Chen