

**Peninsula Temple Sholom
Board of Trustees
Minutes from Meeting on August 17, 2016
Approved**

Summary of Trustee Action Items

1. Lois and the Sholom Women board to discuss how/what to communicate with donors who normally give a higher amount to Sholom Women than what was listed on PTS' annual membership commitment form. Also, for next year's forms, work on improving the language so that congregants understand that the Sholom Women membership amount is in addition to membership commitment.
2. Sept 9 Board Shabbat:
 - a. Nathaniel to email a participation signup
 - b. Board members to sign up to participate in the service
 - c. Board members to attend and bring at least one friend to this engaging and inspiring service (music to be led by musical soloist Emily Pelc).
3. Board webpage: Karen, Josh, etc. need to discuss issue of security of information and what can be seen by anyone, by just congregants or by just the Board.
4. When formed, Membership Commitment Pod of the Culture of Philanthropy Team will conduct appropriate research and make a recommendation for moving forward.
5. Bev to print 10 Board packets for next month's Board meeting.
6. Board members to complete 100% of their new year's calls to congregants before the end of HHD.
7. Lauren to connect with Alison Poggi-Leon about making HHD new year's calls to Preschool families.
8. Board members are encouraged to attend the Kolot Shabbat (and bring friends!) on Friday, Sept 23 at 6:30pm for a special service during which we will introduce our teen mental health initiative (along with a call to action) to the congregation.

Attendees

<u>Board</u>	<u>Staff</u>	<u>Guests</u>
Nathaniel Bergson-Michelson	Rabbi Lisa Delson	Alison Poggi-Leon
Kristine Berman	Rabbi Dan Feder	
Marc Engel	Josh Mason-Barkin	
Lois Fried	Rabbi Molly Plotnik	
Scott Haber	Karen Wisialowski	
Marilyn Hollinger		
Ware Kuschner		

Meeting called to order by President Lauren Schlezinger at 6:15 PM. Chair: Lauren Schlezinger; Minutes: Heidi Schell; Timekeeper: Karen Wisialowski.

Cultivating Sacred Space

1. Welcome & Introductions

Lauren welcomed Josh Mason-Barkin, our new (and first!) Director of Communications. Board members introduced themselves.

2. D'var Torah (*Yash Snider*)

Realizing our Mission

3. Board Covenant – Finalizing Our Five Promises (*Lauren Schlezinger*)

Lauren circulated the top five promises from the small group discussions at last month's meeting and the survey shared after the meeting: 1) Be respectful; 2) Be present; 3) Support all decisions publicly; 4) Be prepared; and 4) Maintain confidentiality. Lauren added a sixth promise - that we honor individual

observance of Shabbat by respecting individuals' choice about doing work on Shabbat and not imposing work on someone else. This means abstaining from committee meetings or sending temple business emails during Shabbat, unless it is an urgent matter.

Clarifying what we mean by "confidentiality": Executive Session – discussion is completely confidential including not sharing with one's spouse. Board minutes are public information and not confidential.

What happens if a Board member does not uphold these promises? How do we hold each other accountable? We should all take responsibility to hold ourselves and each other accountable. We want to create a culture where we feel comfortable giving feedback to each other; Lauren is happy to help anyone with this if needed.

4. Committee and Progress Reports

There are fewer standing reports on agenda as many are now included in the Board packet. This frees up time in meeting to have substantive discussions.

- Annual membership commitment renewal (*Karen Wisialowski*)

Karen reported that we sent out letters to all members of the congregation (695) – different letters were sent to different segments of the membership. Asked everyone to "give chai" or \$180 increase. Members who did not respond will receive an automatic increase of \$180 in their next statement, as was described in the letter sent to congregants. Karen expects that the office may receive calls for adjustments after the August statements are received. Karen gave an analysis of overall membership commitment based on the returned forms. Asking for \$180 has proved to be more effective than asking for a 3-5% percentage increase since it represents a much bigger percent change for most congregants. Also expect that including Sholom Women membership as part of the congregation's membership process will result in increased Sholom Women membership. 25% of congregants who returned forms opted out of automatic Sholom Women enrollment. Lois advised that there is a plan to address those who have given at higher levels to Sholom Women in the past. Some women opted out so that they could send a separate check to Sholom Women. There was discussion.

- Board of Trustees Shabbat (*Nathaniel Bergson-Michelson and Yash Snider*)

Nathaniel and Yash are excited to have a participatory Board Shabbat on September 9 focusing on the themes of dedication and leadership (with readings, prayers and song). They invite all Board members to participate in the service. They will share a sign up sheet via email.

Action: Lauren asked each Board member to come and bring at least one friend.

- High Holy Day Services (*Rabbi Feder*)

Rabbi Feder reviewed the High Holy Days schedule. This is the 2nd year of using our prayer book Mishkan Hanefesh. New this year: musical soloist Emily Pelc will be in the Family Services (erev and morning), the Nefesh service (see below), and will be on the bimah along with Cantor Barry for the Yom Kippur afternoon services. In the past, the clergy had asked a few congregants to share reflections (kavanot) to augment the old prayer book. The new prayer book gives us many different ways to create more warmth, spirituality and intimacy; consequently, we will not be having the individual kavanot in the services this year. Theme of this year's Yom Kippur panel of congregants is "why be Jewish"? based on a book by David Wolpe – to grow in soul, to join a people and to seek God. Each of the speakers will be invited to speak on one of those themes.

Rabbi Delson

New this year: Nefesh service. Over time the second Family service has become filled with many adults and fewer children than the first Family Service. Many of these adults have older children (college) but still feel connected to the smaller "Chapel" Service. Nefesh service is designed to be a shorter time frame like the Family service but will include a short sermon and some discussion, and is more geared towards adults than families with younger children. It will also include the new prayer book in addition to visual T'filah. Also changing the Torah readings this year. Tots 'n Torah will be similar to last year (music, story, etc.)

Rabbi Molly

Family Services – erev and morning – will continue this year. Geared for families with children K-7th grade. Apples and Honey program is available for children ages 2-5 (complimentary this year) during the Traditional and Nefesh services and is meant for parents who want to go to these main sanctuary services while their children are engaged in age appropriate activities. The younger children will not be taken out of the Family service for a separate activity this year. Ira will not be returning this year. Instead, musical soloist Emily Pelc will sing, Rabbi Molly will play the guitar and one of our own clergy will share the story; there will also be a piano accompanist. Teen service is for 8th-12th graders. Good opportunity for adults of this age group to check out the Nefesh service.

- Annual Campaign / HHD Appeal (*Sharon Silverman*)

Please fill out the appeal card before the HHD services so Rabbi Feder and Marc Engel can share that Board participation is 100% when they make the appeal. A letter introducing the annual appeal will be sent to all congregants prior to HHD services. It will remind members what they pledged last year, as a guide for this year's giving. Last year 266 families gave to the appeal. Our goal is increase the number of families that participate. To do that, we need to do make a case for the appeal in a way that helps congregants understand its purpose. There was some discussion of the impact of the close proximity of the annual appeal and membership renewal. There was further brainstorming on how to achieve our financial goals and whether we ought to be working towards stated giving opportunities at the beginning of each year.

Action: Membership Commitment Pod of the Culture of Philanthropy Team will conduct appropriate research and make a recommendation for moving forward.

5. Board website (*Marilyn Hollinger*)

Marilyn walked the Board through an exercise to help determine who the audience might be for the Board webpage and what content they might be seeking. Marilyn shared a mock-up of what the page could look like.

Action: Karen, Josh, etc. will discuss security of certain information and what can be seen by anyone, by just congregants or by just the Board.

6. MOTION: To acknowledge spending of \$4,800 more than budget for the madrichim program (line item 5610-15) in 2015-16 and to approve spending \$4,800 more than budgeted for the same line item in 2016-17. (*Ware Kuschner*)

Background: Actual spending this fiscal year was twice as much as budgeted, but about equal to the actual amount spent in 2014-15. Our budget was misaligned with our operations, something that the staff will work hard to avoid going forward.

Motion made by Ware Kuschner. Marc Engel seconded. No discussion. Motion passed.

7. MOTION: To approve spending \$3,000 in food, beverage, invitation and decoration expenses for the donor appreciation event to be held in the fall. (*Kristine Berman*)

Background: This line item was not included in the 2016-17 budget. In the past two years, the actual expenditure has been \$2,500-\$2,900 and was funded by a donor.

Kristine Berman made the motion. Sharon Silverman seconded. Discussion included clarification that the donor appreciation event is a way of thanking larger donors to the congregation. For each the last two years, approximately 50 people were guests at a cocktail reception at a congregant's home. Motion passed.

Governance

6. Packet Q&A

It is assumed that everyone has read the packet in advance of the meeting. No standing reports but opportunity for Board members to ask questions about the packet and reports. Note that there is no Dashboard because there is only one month of data for the fiscal year. The next complete dashboard will be presented in November, when membership and school registration is final. We will be discussing in depth the 2015-16 financials in October. **Action:** Print 10 packets for next month's Board meeting.

"Success looks like" exercise – this will be the source of discussion at our Board retreat. Goals discussion will be discussed at September Board meeting.

Karen reported that the excess net income in 2015-16 is approximately \$208,000. At a future Board meeting, perhaps in November or December, after we have a new facility reserve study, the Board will need to determine where to allocate those funds. Options include Facility Reserve Fund, Financial Sustainability Fund, direct to paying down the mortgage.

Arlene shared highlights of the Kolot Shabbat evening on September 23, which will introduce our mental health and teens initiative including a call to action to the congregation. Board members are encouraged to attend and bring friends.

Lauren: Annual new year's calls – this is an important opportunity for us to connect with **every household** in our congregation. Looking at dividing up the list of members by cohorts of Board members and not just alphabetically. **Action:** Expectation is for everyone to complete 100% of their calls before the end of HHD.

Lauren gave a heads up about her September Bulletin article regarding feedback, which invites congregants to share their thoughts/ideas in a way that Trustees can best hear and respond to it.

Action: Lauren and Alison Poggi-Leon to connect about Alison connecting with Preschool families.

7. Consent agenda

Consent agenda items and Minutes approved with correction to date of minutes (should say July 20 instead of June 15).

8. Contract renewal for Rabbi Lisa Delson and Rabbi Molly Plotnik (*Rabbi Feder and Scott Haber*)

Board entered into Executive Session at 8:00pm

Board exited Executive Session at 8:25pm

Scott Haber moved that the Personnel Committee unanimously recommends and Rabbi Feder recommends that the Board authorize the Personnel Committee to enter into negotiations for the renewal of Rabbi Molly Plotnik's contract. Sharon Silverman seconded. Motion passed.

Scott Haber moved that the Personnel Committee unanimously recommends and Rabbi Feder recommends that the Board authorize the Personnel Committee to enter into negotiations for the renewal of Rabbi Lisa Delson's contract. Ware Kushner seconded. Motion passed.

Concluding Remarks and Prayer

Meeting adjourned at 8:38pm.