

Board of Trustees Meeting

December 20, 2017

Minutes - APPROVED

Chair: Heidi Schell ♦ Minutes: Julie Feuchtwang ♦ Timekeeper: Marilyn Hollinger

Attendees

Board

Nathaniel Bergson-Michelson	Matt Mandel
Julie Feuchtwang	Andy Oliff
Lois Fried	Gene Podkaminer
Scott Haber	Betsy Rosen
Marilyn Hollinger	Heidi Schell
Ware Kuschner	Sharon Silverman
Jeff Lerner	Yash Snider
	Adam Steinberger

Absent

Jenna Fisher
Jon Herstein
Arlene Rosenberg
Lauren Schlezinger

Staff

Daniel Bernstein
Rabbi Lisa Delson
Rabbi Dan Feder
Rabbi Molly Plotnik
Karen Wisialowski

Guests

Alison Poggi-Leon

Summary of General Trustee Action Items:

1. Trustees to send in corrections and additions to your loved ones' yahrzeit dates to Karen. Current list can be found in the Board Resource Binder here: <https://app.box.com/file/258444187878>.
2. The Executive Committee will be sending a mid-year Trustee survey prior to the January meeting – please complete.

Summary of Specific Individual Action Items:

1. Karen to clarify how the average membership commitment in the dashboard is calculated and the percentage of members that pay membership commitment in the first quarter, and will report back in January. The board requested that prior year's average membership commitment be included on the dashboard.
2. Nathaniel to provide trustees with talking points to respond to questions from congregants regarding the May 5 event/fundraising and questions regarding the status of the search.

Meeting was called to order by First Vice President Heidi Schell at 6:15pm.

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| 1. Welcome, Blessing for Community Service | 5 min |
| 2. D'var Torah (<i>Gene Podkaminer</i>) | 5 min |
| 3. Board Activity | 10 min Activity |

Board members were asked to break into small groups and share how they bring light into their world at this time of year.

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| 4. Finance Update (<i>Adam Steinberger</i>) | 15 min Report & Discussion |
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Important Dates for Trustees

North Peninsula Jewish Community Israel Trip Info Meeting—January 3, 7p
Executive Committee Meeting—January 11, 7p ♦ Board Meeting—January 17, 6:15p
PTS Congregational Retreat—January 26-28

Adam provided an update on the first quarter financials (as of September 30, 2017):

- 688 households including 1,195 adults 565 children
- Cash is up from last year; receivables down; mortgage down
- Successfully reached total High Holy Day revenue budget
- Paid down \$162,111 of mortgage from the Financial Freedom Fund
- Spent \$9,000 from Reserve Study Fund to refinish the floors
- The outsourced bookkeeping with Kesef, which began on November 1, has been going smoothly; PTS office has a learning curve but are really happy with transition and opportunities to evaluate and improve our processes. First statements were just sent, so we do not yet have feedback from congregants.

Action: Karen to clarify how the average membership commitment in the dashboard is calculated and the percentage of members that pay membership commitment in the first quarter, and will report back in January. The board requested that prior year's average membership commitment be included on the dashboard.

5. Story of the Month (*Daniel Bernstein*) 5 min Personal Reflection
6. URJ Biennial Highlights (*Heidi Schell*) 10 min Report
 - Nine PTS members attended the 2017 Biennial in Boston including Rabbi Feder, Rabbi Delson, Karen Wisialowski, Lauren Schlezinger, Heidi Schell, Scott Haber, Noah Cohen, Michelle Tandowsky, and Keith Tandowsky
 - Heidi thanked the Wisialowski Leadership Development Fund for providing stipends for several of the PTS members to attend; the stipends serve as an important investment in developing our clergy and lay leaders and enable us to bring back new ideas, music and activities to PTS, our Board and community
 - Biennial 2019 is December 11-15 in Chicago
7. Leadership Summit (*Julie Feuchtwang*) 10 min Report

As part of the Board's goal to build community and develop and hear from community leaders, Julie, Eric Schlezinger and Lauren Schlezinger organized and led a Leadership Summit on December 4 with approximately 45 attendees.

- The evening included activities to build community and deepen relationships
 - The focus of the Summit was on the Cantorial Transition
 - Three questions were discussed in groups regarding music and the transition: 1) How would you like to see the musical experience at PTS evolve?, 2) What would it mean to you for a cantor to be a good match for PTS?, and 3) How can we best encourage the congregation to understand the May 5 Tribute Fundraiser and June 1-3 Celebration events to honor Cantor Barry?
 - Feedback was positive and participants enjoyed it
 - Feedback on the fundraiser raised additional questions about the focus and messaging of the fundraiser and events honoring Cantor Barry
8. Cantorial Transition Update (*Nathaniel Bergson-Michelson*) 20 min Report & Discussion
 - Based on the feedback from the Leadership Summit we need to clarify the messaging surrounding the May 5 fundraiser and communicate clearly with the congregation; Cantor's involvement and support is important
 - May 5 event theme is "All That Barry" Jazz Club which will be a ticketed event to honor and pay tribute to Cantor Barry – he has spent 50 years contributing to music and our b'nai mitzvah students at PTS and we want to continue his legacy by raising money to support the musical, spiritual, and youth experience at PTS

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- Hired professional event producer Suzy Drell to help the Tribute committee organize the May 5 event
- Karen Wisialowski and Betsy Rosen to finalize what fund we will be using for the Tribute (L'dor Vador Endowment which was created by the Board this year or something else)
- Scott Haber shared that the Search Committee is right on schedule; application for the cantor position was posted in early December and several cantors have already applied
- While the position officially starts on July 1, 2018, Scott reminded trustees that the search may take longer than a year as the pool for cantors is very small; essential that we find the right match for PTS and not hire someone simply so we have a cantor on the bimah in July – we will take the time we need to find the right cantor
- If we have not found the right cantorial match for PTS by July 1, the clergy has a plan in place to continue our musical experience with Emily Pelc, Angela Gold, and others – PTS will continue to have music!!
- It's important for board members to be ambassadors during this process and transition
- **Action:** Nathaniel to provide trustees with talking points to respond to questions from congregants regarding the May 5 event/fundraising and questions regarding the status of the search

9. Governance (*Scott Haber*)

5 min Vote

Motion

To designate the following parsonage amounts, represented as percentages of total current salary, as requested by each clergy member for the year 2018.

Rabbi Feder 43.5%	Rabbi Delson 70.0%
Rabbi Plotnik 36.4%	Cantor Reich 17.8%

Background

The guiding principle behind parsonage is that clergy do not pay Federal income tax on income that is used to cover the cost of housing, broadly defined. Its genesis was the commonplace tradition that clergy live in homes owned by their employers/religious institutions. In the 1950s, the IRS codified the tax-free status of this benefit, which also applies to the cost of housing regardless of whether the clergy lives in the property owned by the employer or pays for housing independently.

For purposes of a board vote, parsonage refers to the amount a clergyperson pays to maintain his/her home (e.g., rent, mortgage, utilities, repairs) when housing or a housing allowance is not provided directly. The clergyperson is solely responsible for calculating the parsonage amount each year, and to defend it in the event of an IRS audit. By offering a parsonage benefit (which is stipulated in clergy contracts at Peninsula Temple Sholom), PTS agrees to designate the stated amount as a housing allowance before paying it to the clergyperson each year. The requested amounts for 2018 have been reviewed and acknowledged by the Personnel Committee.

Motion made by Scott Haber. Sharon Silverman seconded. Motion passed.

10. Board Packet Q&A

10 min Discussion

- January 26-28 Congregational Retreat is sold out; wait list available
- The Executive Committee will be sending a mid-year Trustee survey prior to the January meeting – please complete
- Yahrzeit dates – **Action:** send in corrections and additions to your loved ones' yahrzeit dates to Karen

Important Dates for Trustees

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11. Consent Agenda
Consent agenda (November Board minutes and new members) was approved. 2 min Vote

12. Concluding Prayer

Meeting was adjourned at 7:50 p.m.