

Board of Trustees
Special Meeting - March 18, 2018
(Conducted via telephone)
Minutes - APPROVED

Chair: Lauren Schlezinger ♦ Minutes: Arlene Rosenberg

Attendees

Board

Jenna Fisher
 Lois Fried
 Scott Haber
 Jon Herstein
 Ware Kuschner
 Jeff Lerner
 Andy Oliff

Gene Podkaminer
 Betsy Rosen
 Arlene Rosenberg
 Heidi Schell
 Lauren Schlezinger
 Sharon Silverman
 Yash Snider
 Adam Steinberger

Absent

Nathaniel Bergson-Michelson
 Julie Feuchtwang
 Marilyn Hollinger
 Matt Mandel

Staff

Karen Wisialowski

Meeting was called to order by President Lauren Schlezinger at 4:03 pm.

1. Welcome and Purpose of Call (*Lauren Schlezinger*)

To elect Alexandra Fox to serve as Cantor at PTS. Trustees will vote on two motions regarding Cantor Fox's election, and Lauren will update Trustees on the process for informing the congregation.

2. Roll call (*Arlene Rosenberg*)

Arlene conducted a roll call. Fifteen Trustees were present on the telephone call.

3. Election of Cantor Alexandra Fox

Motions

- **Motion:** To elect Alexandra Fox to serve as Cantor for a three-year term commencing on July 1, 2018, pursuant to Article XI, Section 4 of the PTS Bylaws. Motion made by Scott Haber. Seconded by Sharon Silverman.
- **Motion:** To authorize Scott Haber, Vice President and Chair of the Personnel Committee, to execute and deliver, on behalf of PTS, a three-year employment agreement with Alexandra Fox, and to authorize PTS and its officers and clergy to perform PTS' obligations contained in such employment agreement. Motion made by Scott Haber. Seconded by Sharon Silverman.

Background: Alexandra Fox accepted our offer with excitement and enthusiasm. She is delighted to be joining our congregation. We delivered to her a three-year contract very similar in form and structure to the contract we have used for other clergy. Cantor Fox has signed the agreement. Scott will sign on PTS' behalf upon the Board's approval.

Vote: Fifteen "yes" votes. Zero "no" votes. Zero abstentions. Both motions passed.

4. Timing of Announcement (*Lauren Schlezinger*)

An announcement containing three letters (one from Lauren & Rabbi Feder, one from Cantor Fox, and one from Cantor Barry) will be sent to the entire congregation by email tomorrow morning. Trustees are requested to keep the vote confidential until the congregational announcement is sent. Past presidents will be informed this afternoon.

Lauren thanked Keith and Scott and the cantorial search committee for their hard work.

Meeting was adjourned at 4:22 pm.

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Chair: Lauren Schlezinger ♦ Minutes: Arlene Rosenberg ♦ Timekeeper: Ware Kuschner

When there is no vision, the people perish.
–Proverbs 29:18

Attendees

Board

Jenna Fisher	Andy Oliff
Lois Fried	Betsy Rosen
Jon Herstein	Arlene Rosenberg
Marilyn Hollinger	Heidi Schell
Ware Kuschner	Lauren Schlezinger
Jeff Lerner	Yash Snider
Matt Mandel	Adam Steinberger

Absent

Nathaniel Bergson-Michelson
Julie Feuchtwang
Scott Haber
Gene Podkaminer
Sharon Silverman

Staff

Rabbi Lisa Delson
Karen Wisialowski
Allison Steckley

Guest

Keith Tandowsky

Summary of General Trustee Action Items:

- Trustees are encouraged to (1) contribute as able to the joint Board of Trustees sponsorship of the Cantor Barry Reich celebration events; and (2) RSVP for and attend the May and June tribute events.
- Trustees are asked to provide feedback to the Personnel Committee on Rabbi Feder's contract renewal.

Summary of Individual Action Items:

- Lauren will request a Board report from Facilities chair Gary Fishtrom.

Meeting was called to order by President Lauren Schlezinger at 6:15 pm.

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| 1. Welcome, Blessing for Community Service | 5 min |
| 2. D'var Torah (<i>Marilyn Hollinger</i>) | 5 min |
| 3. Cantorial Transition Update (<i>Marilyn Hollinger and Keith Tandowsky</i>) | 20 min Report |

Welcoming Cantor Fox:

- Keith will be working to identify the key groups within the synagogue for Cantor Fox to connect with and to develop a plan for how those connections will take place. Betsy Rosen and Andrea Cohn will lead the Welcome Team, which will arrange events and small group gatherings to help Cantor Fox and the congregation get to know each other.
- Sharon Silverman will lead the planning of Cantor Fox's installation, which will take place after the High Holy Days.
- The Board will play an important role in ensuring a successful transition for Cantor Fox by setting a welcoming

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example and by listening to congregant concerns.

Cantor Barry Reich tribute events:

- Marilyn updated the Board on upcoming communications regarding the Cantor Barry Reich Tribute Fund and the June celebration events.
- Congregants will soon receive in the mail invitations for the May 5 All That Barry fundraiser, as well as blank pages to complete for inclusion in a scrapbook for the cantor.
- Board members were again encouraged to sponsor the celebration events by underwriting expenses for the May 5 and June events. The Board (and Past Presidents) will be listed as the “lead sponsor” of *All That Barry*—the goal is for a group sponsorship of at least \$10,000.

Action item: Trustees are encouraged to (1) contribute as able to the joint Board of Trustees sponsorship of the Cantor Barry Reich celebration events; and (2) RSVP for and attend the May and June celebration events.

4. Budget Presentation (*Adam Steinberger*) 45-60 min Report/Discussion
Note: The Board will vote on the final budget in the April 25 meeting.

Adam presented an overview of the budget process, working backward from the date by which the budget must be presented to the congregation:

- Under the bylaws, the budget for the following fiscal year must be presented to the Membership at the Annual Meeting, which will be held on June 6 this year.
- To meet this deadline, a draft budget is presented to Trustees at the March Board meeting. Trustees vote on approval of a final budget at the April Board meeting.
- The Finance Committee develops the draft budget after reviewing submissions from and conducting meetings with key reporting units within the synagogue.
- Current Finance Committee members are David Silberman, Gary Fishtrom, Jeff Savitz, David Monasch, Roger Lazarus, Maria Yarmolinsky, Karen Wisialowski, and Shari Carruthers.

Board reviewed recent revenue and expense trends. Both revenue and personnel expenses have been rising over the past few years, while other expenses have remained relatively flat.

Board discussed need to maintain financial discipline.

Notes on proposed 2018-19 budget:

- Both revenues and expenses reflect change in preschool’s core hours from three hours per day to four hours per day.
- New expenses include cost of hiring an assistant director for the preschool, expanding administrative capacity in the main and youth education offices, and expenses relating to the cantorial transition.
- Reduction in janitorial expenses will be achieved by eliminating custodial service on Tuesday evenings.
- Projected revenues anticipate Board fundraising of approximately \$22,000.

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5. Clergy/Senior Staff Renewal Process (*Lauren Schlezinger*) 10-15 min Discussion

Lauren reviewed the clergy and senior staff renewal process. Renewal process is under way for Rabbi Feder, whose current 5-year contract ends June 30, 2019. By contract, Board must inform Rabbi Feder by April 1, 2018 whether his contract will be renewed. (Because of the cantorial search, Rabbi Feder has given Board until May 1, 2018, to make its renewal decision.) Personnel chair Scott Haber will be contacting Trustees to secure feedback for Rabbi Feder's renewal process.

Action item: Trustees are asked to provide feedback to the Personnel Committee on Rabbi Feder's contract renewal.

6. Story of the Month (*Ware Kuschner*) 5 min Personal Reflection

7. Motions 15-20 min Votes

- Torah Repair (*Adam Steinberger*). To use all available funds in the Eisler Fund (\$26,149 as of February 28, 2018) to clean, maintain, and repair up to six PTS Torahs to a kosher standard.

Adam Steinberger made the motion. Betsy Rosen seconded the motion.

Background. PTS owns six Torahs, and is the custodian of a seventh Torah (MST #809) that was rescued from Czechoslovakia during the Holocaust and is on long-term loan to us from the Memorial Scrolls Trust. Since we have gone many years without ongoing maintenance or repair, the cost to bring our six Torahs to a kosher standard is \$31,550. The staff would like to engage Sofer On Site, who conducted appraisals in 2016, to complete the work over 6-18 months. In addition to the funding from this motion, we will need to raise the remaining \$5,500 for the six Torahs and, ultimately, an additional \$25,000 to clean, maintain, and repair the Memorial Scrolls Trust Torah.

Additional notes:

- o At least four Torah scrolls are actively used at the same time during the High Holy Days.
- o Currently, four of our Torah scrolls require maintenance and repair to be considered kosher.
- o Karen mentioned that the 2018-19 draft budget includes a \$5,000 set-aside for ritual maintenance. Finance Committee hopes to continue making similar set-asides in future years.

Motion passed.

There was discussion about creating a Cantor's Discretionary Fund, which is common in congregations. A description is included in the March board packet and is part of the proposed updates to the Guidebook for Restricted, Endowment and Board Designated Reserve Funds that will be presented for approval at next month's Board meeting.

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8. Board Packet Q&A 10 min Discussion

Additional date for Trustees to note: April 20 – Sholom Women Shabbat (dinner at 5:45 p, service at 7:00 p).

Trustees requested that the Facilities Committee provide a report to the Board.

Action Item: Lauren will request a Board report from Facilities chair Gary Fishtrom.

9. Consent Agenda 2 min Vote
Includes last month's Board minutes and approval of new members.

Consent Agenda was approved.

10. Concluding Prayer

Meeting was adjourned at 8:35 pm.