

Board of Trustees Meeting September 11, 2019 Minutes - DRAFT

Chair: Heidi Schell ♦ Minutes: Arlene Rosenberg ♦ Timekeeper: Andy Oliff

You cannot add more minutes to the day, but you can utilize each one to the fullest.
- Rabbi Menachem Mendel Schneerson

Attendees

Board

Nathaniel Bergson-Michelson
Julie Feuchtwang
Jenna Fisher
Scott Haber
Jon Herstein
Marilyn Hollinger
Ware Kuschner
Andy Oliff
Gene Podkaminer
Betsy Rosen
Arlene Rosenberg
Lisa Rosenthal
Heidi Schell

Eric Schlezinger
Mary Ann Waterman
Maria Yarmolinsky
Stuart Zussman

Absent

Jason Pollard
Adam Steinberger

Staff

Rabbi Dan Feder
Rabbi Lisa Delson
Rabbi Molly Plotnik
Cantor Alexandra Fox
Karen Wisialowski
Allison Steckley
Jonathan Harris
Ayelet Shapiro
Leslie Siegel
Madeleine Steckley

Guests

Lauren Schlezinger

General Action Items:

1. Trustees should contribute to the HHD Appeal in advance of the HHD so that we can announce 100% Board participation during the appeal from the bimah on Yom Kippur.
2. Trustees should confirm their HHD honors with Shelly Smith.
3. Trustees should sign up for the HHD Hospitality Team.
4. Trustees should be ambassadors of the synagogue during HHD services by wearing their name badges, introducing themselves to people, and keeping their eyes and ears open so they can provide constructive feedback after the HHD.
5. Trustees should review the proposed investment policy statement for the Lorry Lokey Security Endowment and be prepared to vote on it at the next Board meeting.

Individual Action Items:

1. Karen will update the list of Trustee Yahrzeit dates that is posted on Box.

Heidi called the meeting to order at 6:21 pm following the Board photo.

1. Welcome

- Heidi welcomed Leslie Siegel, the preschool's new assistant director, and immediate past president Lauren Schlezinger.
2. Blessing for Community Service

 3. High Holy Days Board Outreach, Appeal & Roles (*Lauren Schlezinger, Karen Wisialowski, Heidi Schell*)
 - HHD Board outreach:
 - Heidi noted that for many congregants, the High Holy Days is their only contact with the synagogue all year. It is therefore particularly important to make congregants feel special and welcomed during the High Holy Days. One way we do that is through the annual HHD Board outreach, when Board members call or email congregants to wish them Shanah Tovah.
 - Heidi introduced Lauren Schlezinger, who is coordinating the HHD Board outreach again this year.
 - Lauren reminded Trustees that our congregation is striving to create a culture of belonging, and stated that outreach calls and emails before the HHD can lay a foundation for a feeling of belonging that can be built upon when people arrive at the synagogue for services.
 - Lauren will be sending each Trustee a list of congregants to contact. She noted that each Trustee will be responsible for contacting fewer congregants this year than in years past because several Past Presidents and others have volunteered to help with the outreach this year. Lauren also thanked Betsy Rosen for volunteering to contact a larger number of congregants.
 - Lauren reviewed the guidelines for conducting HHD outreach and took questions from Trustees about issues that might arise during this year's outreach.
 - Heidi thanked Lauren for coordinating the outreach this year. Lauren stated that she is looking for someone to take over the task next year.
 - HHD Appeal:
 - Karen thanked Sharon Silverman for chairing the HHD Appeal again this year.
 - The HHD Appeal budget for this year is \$265K, which is approximately the amount raised by last year's appeal.
 - One change is being made in the collection of pledge cards this year: To avoid disrupting the flow of the Family Service and the Nefesh Service, appeal cards for those shorter services will be collected at the Chapel exits as people leave rather than during the service itself. In the Sanctuary, appeal cards will be collected during a break in services following the appeal from the bimah, as in the past.
 - Karen passed around a sign-up sheet and asked Trustees to indicate the service at which they will collect appeal cards.
 - HHD roles for Trustees
 - Heidi reminded Trustees to do the following:
 - Contribute the HHD Appeal in advance of the HHD so that we can announce 100% Board participation during the appeal from the bimah on Yom Kippur;
 - Confirm their HHD honors with Shelly Smith; and
 - Sign up for the HHD hospitality team.
 - Heidi also reminded Trustees to be ambassadors of the synagogue during HHD services by wearing their name badges, introducing themselves to people, and keeping their eyes and ears open so they can provide constructive feedback after the HHD. Heidi emphasized, however, that Trustees should be sure to also nurture their own spirituality and enjoy the services with their families.

 4. Preschool Tour (*Allison Steckley*)

- Allison guided Trustees through the preschool so that they could see how the funds recently allocated to preschool improvements have been spent.
- Allison formally introduced our new assistant preschool director, Leslie Siegel, and noted how much Leslie already has contributed to the preschool community.

5. D'var Torah (*Jon Herstein*)

6. Story of the Month (*Gene Podkaminer*)

Personal Reflection

7. Youth Education Update (*Rabbi Molly*)

- All of the new youth education programs have now begun. The feedback from parents and the energy in the synagogue during Shabbat have been very positive.
- There are now 209 students registered for Youth Education, including 189 in formal education programs and an additional 20 teens engaged only in informal education programs such as Rosh Chodesh, PARTY, madrichim, and tutoring. This enrollment represents a slight reduction from last year, although some additional enrollments are still expected.

8. Investment Committee Update (*Gene Podkaminer*)

Presentation

- Gene provided the Board with an update on PTS' investment performance during the last quarter of the 2018-19 fiscal year, as well as during July and August of 2019. The investment returns during these periods were very good.
- The Investment Committee conducted its mandated annual review of PTS' Investment Policy Statement and determined that the return expectation and risk tolerance specified by the statement are still appropriate.
- Gene advised the Board that the donor who established the Lorry Lokey Security Endowment requested that the funds comprising that endowment be invested more aggressively than PTS' other funds and in a way that will generate sufficient income to finance security improvements on an ongoing basis. Because of these differences in investment objectives and risk tolerance, Gene and Karen decided to carve these funds out of PTS' other funds and devise a separate investment policy for them. In conjunction with the Investment Committee, Heidi, Rabbi Feder, and PTS' investment adviser, they have drafted an investment policy statement that is specific to the Lorry Lokey Security Endowment. Gene will distribute this investment policy statement to Trustees for their review and will bring a motion to approve it at the next Board meeting.
- Gene reported that PTS has now moved a portion of the money in its savings account to higher-earning, but still relatively liquid, investments, as approved by the Board in May.

9. Board Packet Q&A

Discussion

- Heidi requested that Karen update the list of Trustee Yahrzeit dates that is posted on Box.
- Heidi congratulated Karen for successfully securing a grant of up to \$100,000 from the Department of Homeland Security for "target hardening" of our building perimeter.
- Heidi reminded Trustees of the Board-led Shabbat on October 18 and the Board Retreat on January 26.

10. Governance (*Heidi Schell*)

Vote

Motion:

To approve spending of \$7,000 from the Youth Education Fund for the Middle School Retreat. After this use of funds, there will be \$9,850 remaining in the Youth Education Fund. (*Arlene Rosenberg*)

Background:

This year, the Youth Education program is holding its first weekend retreat for 6th, 7th, and 8th graders. The retreat is mandatory for 6th graders, and will include b'nai mitzvah preparation. We hope that all 7th and 8th graders will attend as well. The goals of the retreat include building community and using experiential education to promote positive Jewish identity formation. The amount requested covers the 6th graders in full and subsidizes the 7th and 8th grader by 25%. In 2020-21, these amounts will be factored into Youth Education tuition.

- Arlene made the motion. Ware Kushner seconded. Motion passed.

11. Consent Agenda

Includes last month's Board minutes and approval of new members

Vote

- Consent agenda was approved.

12. Concluding Prayer

Meeting adjourned at 8:08 pm.