

## CBS BOARD OF TRUSTEES MEETING AGENDA: NOVEMBER 16, 2017

- I. Welcoming Remarks from President - **Stephan Rubin- Completed**
- II. Opening Prayer - **Rabbi Ranon Teller- Completed**

- III. Approval of Minutes - **Ellen Fiesinger**

Dani Roisman- 1<sup>st</sup> , El Jay Waldman- 2<sup>nd</sup>- Motion to approve minutes passed.

- IV. Reports and Updates\*

- A. Clergy updates

- 1. **Rabbi Teller**

- 2. **Cantor Mark Levine**

Mitzvah Day- Dec. Mariam Islamic Center, St. Mary's, 18 Sites, \$7,000-Houston Jewish Community Foundation Grant, Interfaith ministries wants to do this, USY kids to help with Mitch Kriendler, Anise Parker is speaking at dinner here at CBS. Mayor will send a video, Need a TV connection, JHV will do a piece. Would be nice to have full Board participation.

Religious School Update- Fully staffed, 179 students this year, 2 years ago 144, Rina and Ilana have had health issues. Programming for R.S.- annual Chanukah dinner December 13<sup>th</sup>. Anna is leaving at the end of the school year (May 2018). Her position will be filled.- details to follow.

- B. Executive Director update - **Larry Estes-**

Beth Yeshurun chapel minyan back at BY but another minyan is now here. Daily Minyan donated funding for a new ice machine.

Federation gave a grant of \$40,000 for help fill the whole left by members impacted by Harvey. Closing early on Wed Nov 22-Nov. 24<sup>th</sup> . . So staff can prepare. Daily Minyan will meet on Thursday and Friday.

- C. Financial Vice President's Report - (**Larry Estes / Elliot Gershenson**)

FAC committee meeting- Amir present there-

- 1. Monday morning Weekly Cash Position Report- Brand new vehicle to keep Board updated Please let Larry know if you want it emailed it to you. Paid down term loan \$5,000.

New gift just received to Endowment- not recorded yet. New endowment gifts will be given to the Houston Jewish Federation Foundation and it will be deposited twice a month.

Endowment gives cash to the Shul as 4% for last eight quarters

\$300,000- dues that are due

\$264,000 YK appeal \$180,000 outstanding- personal solicitation that should be coming in soon

Religious school is not listed as historic

We now operate as cash budget not as accrual (see hand out Fiscal Year to date through Oct 31<sup>st</sup>)

Fundraisers are down because of the Flood- and will not be "Fundraisers"

Casino night- March 10<sup>th</sup>.

Cantor's concert-

Karen Bernstein- Head of Sponsorship initiative for Kiddush luncheons- to offset kitchen expenses

Beth Yeshurun pays for their Shabbat heads for Kiddush, will make a donation to synagogue to help us purchase something we might need.

Balance Sheet- Statement of networth

1. Collection update. (see handouts)
2. FYTD Income Statement/Cash status.\*\* (see handouts)

Elliot and Larry have done a review of last 5 years budgets- Amir clarifies that we have deficit spending not a loss –

5 years we have had a deficit that is cumulative

We may have a surplus this year but we had a large YK appeal and a \$40,000 check from the Federation.

Revenue side

Annual giving is underperforming

Donations have been better than budget

Kitchen has been a see-saw on budget

Expense side –

Compensation- overspent by 30,000

Building and grounds upkeep trend-line is increasing.

More money being spent on janitorial services- although some of this is being offset by GMS revenue

GMS is in the third year of contract- will be renegotiated with new budget line items

Kitchen line item has been under budget

Need to have a conversation about the trend line at an upcoming board meeting

Hand out regarding change in credit facility.-

Hand out for a motion to change credit facility-

Elliot Gershonson- So moves...Reads motion

Marc Garvin- Seconds

Chair recognizes El Jay Waldman to ask question- Although there are officer names as signers this will be changed and voted on as CBS elects new Board Officers.

FAC has reviewed motion

Amendment to motion “ Resolved that the CBS President be authorized to execute and deliver to the Bank all instruments necessary and effectuate foregoing”

Marc Garvin - Seconds

Why vote on tonight? To pay back the endowment, loan rates are not going down, necessary stop gap measure to right the ship but not a solution.

Ken Podell- Need to have detailed plan about what to do in the future

Elliot- there is a plan in process, We are using the money the way we said we will use it. AC and pay back Endowment

El Jay Waldman- How to prevent this financial issue from happening in the future?

Elliot- Money will go to the Federation to be put into the endowment bi-monthly from now on

We have to learn to spend within our means.

Stephan Rubin- When I took on the presidency- there was less transparency in the past. Elliot and the FAC will be more transparent in the future. The documents that Elliot has handed out tonight will go towards fixing this issue.

Amir- FAC- No intentional mismanagement along the way- Non-realistic expectations of revenue and expenses.

Stephan- i.e.60<sup>th</sup> Anniversary did not meet goal and adjustments were not made to budget

Amir- FAC will give a list of financial rules to the congregation-

Elliot- Transparency takes time- Budget has been piece meal.

Stephan – can we vote on this now?

El Jay calling question-

Dani seconds

Motion as amended voted on unanimously and passed

Elliot stresses need for discretion when talking to congregation

D. Standing Committees update

1. Religious Practices Committee - update- **Dani Roisman** (Report)

Michael Zlotnik- Chair of RPC – Feedback on High Holiday generally good, we incorporated BY well. discussed being Ticketless, Conversation about young children especially on Simchat Torah, Rabbi would like to talk to Beth Yeshurun to potentially share two day holidays.

2. Education Council - update - **Cantor Mark Levine / Ellen Fiesinger** (Report)- See Cantor Levine's report above
3. Facilities Planning Committee - **Ken Podell** (Report)

DHS security camera grant is being implemented,

Need Ad Hoc committees- Art accepting as donations and hanging

Need to develop an emergency response plan – training for staff

Kitchen- Kashrut/Vendor issues

Please let Ken know if you want to help or if you know someone who might want to help.

E. Auxiliaries / Other Committees\*

1. Men's Club - **Michael Zlotnick, VP** (Report)

Men's club breakfast- Nov 19, 2017- Lynae Novominisky

2 AEDs- One not working- Men's club will be donating one. El Jay and Ellen discussed setting up a schedule to check machines

2. Sisterhood -**Dori Wind / Denise Mosk** (Report)

V. Old Business.

- A. SOAP – Finalize

The SOAP is still not finalized and approved. Need to have conversation about how does the SOAP work? How are changes made in the future, what is the process?

Elliot- SOAP is a road map, informs practice but is not static.

VI. New Business.

- A. .Motion to Approve Change of Banking Relationship and Authorize New Credit

Terns (**Elliot Gershenson**) \*\*

VII. Good and Welfare.

Nathan Jason- Mazel Tov on Bar Mitzvah

Rhoda Goldberg- Great feedback from Beth Yeshurun about our hospitality

Stephan thanks the people on the Board who helped with traffic flow.

VIII. Tzedakah Collected \$\_\_\_\_45.00\_\_\_\_\_

IX. Closing

El Jay Waldman – First

Dani Roisman- Second

All Board votes to Close meeting.

Board Attendees: Stephan Rubin, Dani Roisman, Karen Bernstein, Rhoda Goldberg, Ken Podell,  
Elliot Gershenson, Michael Zlotnick as representing Morris Narunsky, Amir HaLevy,  
Rhonda Kaplan, El Jay Waldman, Erin Pomerantz, Mark Jason, Marc Garvin, Ellen B.  
Fiesinger

Staff Attendees- Rabbi Ranon Teller, Cantor Mark Levine, Exec. Director Larry Estes

***\* = Reports should be submitted in writing to be presented to the Board of Trustees at the meeting unless an oral presentation is necessary to support a request (motion, resolution, etc..) for the Board to take some particular action.***

REMINDER: Next Board Meeting: December 21, 2017 @ 7:00 pm.

Respectfully Submitted  
Ellen Baskin Fiesinger  
CBS Board Secretary