

C O N G R E G A T I O N

Brith Shalom
 MEETING MINUTES- BOARD OF DIRECTORS

Date	October 20, 2016	Time	7:01 pm -8:33 pm
Staff	Larry Estes	Guests	Lori Rubin
In Attendance	Jeffrey Actor, Stephan Rubin, Aaron Howard, Steve Lerner, Debi Mishael, Milton Mosk, Morris Narunsky, Dori Wind, Sheldon Weisfeld, Rhonda Kaplan, Karen Bernstein, Kenth Podell,		
Next Meeting Date	November 17, 2016		

ATTACHMENTS TO MINUTES

No.	ITEM	DESCRIPTION
1	Agenda	Agenda for the Board Meeting
2	Budget for 60 th	Proposed budget from the 60 th Anniversary Committee
3	Motion	Proposed motion for increasing line of credit
4	Motion	Proposed library fees

TZEDAKAH COLLECTED AT LAST MONTH'S MEETING

\$21.00

MEETING ACTION ITEMS

No.	Action Item	Owner	Date
1	Attend Oct. 27 meeting at 7:30 pm for Gala Planning	All Board Members	10/27
2			
3			

MOTIONS OR DECISIONS MADE

**1ST / 2ND
RESULTS**

Motion was made to approve the concept of the proposed budget for the 60 th Anniversary Weekend.	Sheldon/Dori APPROVED
Library Motion	Tabled
Motion for to ask bank to renegotiate line of credit back to prior level.	Milton/Sheldon APPROVED (1 Abst.)

Thursday, October 20th, 2016

- I. **President's Welcome-** Jeff thanked the board again for all their participation in services during the High Holidays. Carol and Michael Goldberg are being honored tonight at the ADL dinner. Rabbi Teller and Cantor Levine are attending, as is Iris Fisherman.
 Jeff also shared Rabbi's comment that he was pleased to be able to share pulpit. And David took moe leadership and it showed. David said that it was Rabbi Teller who set the tone to allow him to give the feeling. Yizkor. Set the tone in his heart.

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A. Minutes for approval (September meeting; honorable S. Rubin presiding)

B. Observations Jeff asked board members to comment on their HH experience. Comments included:

Awesome to look out to the congregation when sitting on the bima.

It was a different view and perspective.

Ushers were great.

We showed our best side.

Many people commented on the welcoming feeling.

Yom Kippur was as good as Yom Kippur could be.

I appreciate the generosity and partnership Rabbi Teller showed in allowing Cantor Levine to give 2nd Day sermon.

State of the Synagogue event was well done.

This was the first year I noticed that those in the far back stage were participating.

Rabbi & David seemed to mesh seamlessly.

A lot of people participating and tons of people in attendance.

I was both dazed and awed in the Days of Awe.

Over 1200 people in attendance. More seats were needed.

Larry and Rhoda did a great job in preparation and implementation for honors.

Haymisha service.

David did a good job and made the experience.

Rabbi's sermon was courageous and wonderful.

Jeff reported that he spoke with David Khron who attributed his ability to chant will full emotion was due to the set-up Rabbi Teller provided at the start of the service.

Survey to the congregation went out today to solicit input. The data will be collected and will be compared to the data collected last year.

II. Clergy and Education updates Rabbi and Cantor are at the ADL dinner tonight.

III. Old/New Business/Updates

A. High Holiday Review (10 min) Staff and clergy have done an internal review of the HH. Data will be used to help in planning for next year.

B. Reminder: limit e-mail and synagogue business on Holidays - Please do not do synagogue business on Shabbat and Holidays. This includes e-mails and phone calls to the office.

C. Security and Facilities - Ken Reported that 17 people came for Facilities Enhancement. All the mulch was used and a lot was done. There are still things to do.

D. Update: Gala 60th celebration Lori Rubin attended the meeting to provide an update. Things are rolling along. There will be five events over 4 days. Thursday night is the big fundraising Gala at Hilton Post Oak. It is a seated dinner with entertainment but it is primarily tribute to Sandra Weiner. A live auction will be held with a small amount of items. Friday will have a FNR service. Rabbi Daniel Nevins will be here as a Scholar in Residence. He will speak Fri. night, Saturday morning and afternoon. Rabbi Nevins will probably speak in one of the large classroom as a "dinner and learn" that will begin at the end of FNR and running concurrently with the FNR dinner. Saturday morning there is a Shabbat service honoring Sandra Weiner and founding families. We will be looking at past present and future of Brith Shalom. Teens will be reading Torah that morning. A special lunch after services and then Rabbi Nevins will speak in the sanctuary after the lunch. Saturday night there will be a casual event at the synagogue with a Havdalah and dance with appetizers and desserts. This is an event to accommodate more people with a more accessible price point. Tickets are \$36 per person as opposed to \$500 per person for the Thursday Gala. Sunday we will plant a tree for the next 60 years. (The weekend is Tu B'shvat.) There are 14 different sub-committees working on this event. The fundraising goal is to raise over \$200,000 for the event. That explains why the high cost of the Gala tickets. However, multiple events are offered so that every congregant can be involved regardless of their financial level. A draft budget was distributed and Steve discussed. October 27 is a training meeting at 7:30 pm for committee and all board members on how to handle solicitations. Instructions and forms will be provided and a timetable. All board members are expected to solicit leads and/or ads. The only way to make this a success is if everyone participates. A letter will be going out soon explaining all the events. The directory will be distributed during the Gala weekend to help reduce mailing costs. There are two honorary chairs for the weekend, Hans & Marge Mayer and Sandy & Leslie Weiner. The Weiner's have already made a nice advanced donation specifically to cover the Scholar-In-Residence.

Jeff asked for an approval of the board to give approval to the concept of the proposed budget so that Larry and the finance committee can move forward. Jeff reiterated that it will be essential for board members to go out

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to the businesses we typically patronize. Jeff thanked Stephan and Lori. The motion was made by Sheldon Weisfeld to approve, Dori Wind 2nd...Approved

E. Update: 613 Mitzvah campaign- During the High Holidays it was announced that we have the endowment at 1.1 million. Our goal by next HH is 3 million and we have a plan on how to get there. We are in a quiet committee self-solicitation stage and now second phase is to go out and solicit some of the larger potential donors. Trying to do a lot prior to the Rabbi's sabbatical. 4 Torah mantels have been sold, 3 windows are also sold. Dori Wind commented that the leaves on the donor wall are also available to fundraise and recommended that perhaps they be included in the 60th Anniversary. The question of what is happening with Endowment Funds. Hope is to keep funds there to grow but the expectation is that we will take a revenue stream from investments. Annual Giving, Mitzvah Campaign and Endowment...fundraising has been a three pronged approach. The Mitzvah Circle is growing. Elliot Gershenson has had a strong involvement with this process

F. Personnel

I. Survey - begun 360 review – Jeff reminded all board members to be sure to complete the 360 review e-mailed to them.

II. Cantor's Contract Renewal - Cantor has requested that we do an early renewal of his contract in part because his contract ends simultaneously with Rabbi Teller. It will be easier for the synagogue to do the process separately. Constitution has a specific committee make-up and time line for this process. 7-9 member with most from the Education Council. We have assembled 7 (Ellen Feisinger, Debi Mishael, Aaron Howard, Rachel Silton, Lisa Lowenstein, Sheldon Weisfeld, Amir Halevey) Tonight we need to vote on the committee composition. The plan is for the board to vote at Dec 7 meeting on the recommendations of that committee. The committee charge is to recommend to continue or not with cantor and a recommended duration. The committee will not discuss compensation. That will be done by a separate group. The committee will interview Rabbi, board members, Finance comm. They will review surveys and gather information from parents, Ex. Director, Teachers, B'nei Mitzvah families, Assistant Ed Director. They have an outline of what to do. **Committee approval-** Motion to accept makeup of committee and beginning of the process. 1st- Steve Lerner and 2nd Milton Mosk. APPROVED. Raised the issue of board members voting if they were also on the committee. Some discussion was held. Negotiations happening concurrently but nothing official done until board is officially voted on. Jeff will send a letter to congregants notifying them of the beginning of the process and soliciting input. A designated email has been created for feedback.

G. Benefactor Event – M. Buck chair. Western Theme, Nov 6th Benefactor Event – invitations went out.

H. Library Fee Motion - Susan Schlein presented a motion regarding the library. The proposed motion was read. Submitted by Steve Rubin on behalf of Susan. Larry explained that the library does not receive any funds from the synagogue it relies solely on donations in order to purchase new books. Some discussion ensued. Susan has done a marvelous job and the board commend her and the work. Some question about what other congregations do with this problem. It was suggested that a library committee be formed under the guidance of Susan. Jeff will speak with Susan to see if she wants to pursue the motion. Tabled for this meeting.

I.

Whereas Congregation Brith Shalom (CBS) has a library; and

Whereas It is in the best interest of CBS that there be a policy relating to managing books and material that has been checked out and not returned in a timely manner.

Now therefore, Resolved, that the CBS Board of Trustees (Board) approves and authorizes its administrative professional staff, including voluntary library staff, to take all necessary and appropriate steps to maintain such systems, account for and assess fees for books and material (collectively "item(s)" that have been checked out but not returned in a timely manner (more than 30 calendar days, but which may change from time to time at the discretion of the volunteer library staff).

Items not returned within 30 calendar days will be subject to a fee of not less than \$0.50/calendar day with the maximum late fee not to exceed the cost of the item(s) plus the reasonable costs associated shipping and handling.

All late fees will be added monthly to the member's account maintained by the administrative office. This policy is to become effective for items checked out on or after January 1, 2017.

J. Facility Report

I. Facility Enhancement Day - September 25, 2016

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- K. **Financial Info-** Mini-Financial Update...Milton asked for a motion to give approval renegotiate the line of credit. When we consolidated loans the bank reduced out line of credit from \$300,000 to \$150,000. We would like to go back to the bank to get the line of credit back up to \$300,000. The bank may require us to secure the line of credit with assets. Amegy Bank relationship is very good our current loan is *unsecured*. The Term Loan has a negative pledge on it. Basically, it means we have not and will not use the assets to secure a loan from an alternative source. Motion: Milton 1st Sheldon 2nd. Other banks were approached last year when we were consolidating. Some discussion ensued. The loan is renegotiated each year. Motion amended by the Financial VP and the Board President. **(WHAT WERE AMMENDMENTS? NEED TO ADD TO MINUTES)** Motion passes with 1 abstention.

Whereas Congregation Brith Shalom (CBS) has a line of credit with Amegy Bank, NA; and
Whereas It is in the best interest of CBS to maximize the amount available from the line of credit.
Now therefore, Resolved, that the CBS Board of Trustees (Board) approves and authorizes its Financial Vice-President and the Executive Director to take all necessary and appropriate steps to obtain a line of credit up to \$300,000 and, if necessary, to secure the line of credit by encumbering such assets of CBS deemed appropriate by the Financial Vice-President.

IV. Good and Welfare – Adjournment

- A. Thank you to all for making the holidays so wonderful!
- B. Elise and Kenny Freed are grandparents again to a baby boy
- C. Leslie and Nachum Slatko are grandparents
- D. Simchat Torah theme is Arabian Nights. Please attend.
- E. Stephan Rubin has a smart phone!
- F. Carol and Michael Goldberg are being honored by ADL
- G. Everyone who helped with HH