

**KEHILLA COMMUNITY SYNAGOGUE
BOARD OF TRUSTEES MEETING - VIA ZOOM
Date: 2021-03-23**

FINAL

Board members:

Present: Karen Cohn, Catherine Lyons, Ruth Atkin, Ali Cannon, Lisa Korwin, Rachael Reiley, Stephanie Hochman, Ori Tzviel, Dina Burg, and Pamela Berkowitz

Board member(s) not present:

Others present: Michael Saxe-Taller, Shulamit Wise Fairman
Guests: Don Stone, Nina Cohen

Minute Taker: Ori Tzviel

Reviewed the following documents prior to the board meeting:

Approval of the minutes

Approval of the 2/23/21 minutes. Ruth moved and Stephanie seconded. Unanimously approved.

<https://docs.google.com/document/d/1jZexQhsYdRbmYk2ZRGW20NS8II9vgeit6kQB0w0fBOU/edit>

AGENDA

Minutes taker: Ori

OPENING

1. Group check-in (20)
3. Spiritual Opening (7)
4. Approval of minutes (3)

FIDUCIARY: BOARD STEWARDSHIP OF TANGIBLE ASSETS

- Budget Planning - MST
 - Clergy budget proposal - Shu

- <https://docs.google.com/document/d/1j5tm6q7elv3LEQpD ouU oeMmo23WoxRqVDT-b3T1nS8/edit>
 - Shulamit presented the document above on how to replace the pullback from Rabbi David as well as increase clergy support to serve growing congregation
 - Discussion on the suggested role for R. Sam and the selection process. The tradeoff between a longer "post the role" process versus the urgent need for help. Prior asst rabbi search process did not yield large # of qualified candidates. R. Sam has the requisite skill set for required need. Salary for full asst. Rabbi position is not competitive relative to the cost of living in the Bay Area.
 - Michael clarified that cost #'s associated with the current proposal are subject to revision as part of the upcoming budget process
- Treasurer's and Finance Committee report (if needed) - Ruth
 - Finance committee recommended strongly that the upcoming organizational development line item and one-time Kehilla school expenses line item not come from expected surplus but rather from our reserves.
 - Recommending that future surplus spending go to the building needs, sabbatical and tech equipment.
 - Staffing should come out of operating budget rather than other line items

STRATEGIC DIALOGUE: BOARD PARTNERSHIP WITH MANAGEMENT

- ED report -
- Monday May 10 is our community meeting. Please add to your calendar.
- Michael is working with the budget committee and finance committee/Ruth/Michael Myers and is close to submitting a formal budget proposal to the board at the next board meeting. Expecting that we may be able to pay for much of what we want to do but may have difficult prioritization decisions ahead.
- Our income may set a record this year (despite less income from rentals and programming due to pandemic)
- New member households also at a record which will have a positive impact on finance

- Also expecting school income increase (returning to in person school likely will be our first major in-person initiative). But also more expenses as school is likely to return in 2 separate days due to PH recommendations.
- Expecting similar high-holiday income
- Our fundraising this year was also a record by \$50K more than prior highest year
- Expenditures also expected to increase: more clergy time, more school admin time, increased custodian time when we re-enter building more, more book-keeping time, more clergy admin help.
- Not including expected forgiveness of PPP loan expecting a surplus of \$70K-\$110K (detailed surplus as well as proposal for how to spend it will be presented next month).
- Although detailed surplus is not ready to be presented, Michael proposed the 2 capital projects in this document. Requesting approval today so we can start the process with the architect and the permitting, as this related to mold/air quality and good opportunity to do it now while no one is in the building:
<https://docs.google.com/document/d/12878djHg40xu00A1tyd3DXHEOnYdabD0B8FRZcVbO9o/edit?ts=605a8ebf>

Ruth proposed increasing it to \$48,000 due to the expectation we may find hidden budget, with the hope we do not have to spend that.

Pamela asked if we got more than 1 bid. Michael said only 1 company wanted to bid although we solicited multiple.

VOTE APPROVED: The Kehilla board authorizes the spending of up to \$48,000 on the removal of the steeple. The funds will be taken from reserves. (Catherine moved. Lisa seconded. Approved unanimously.)

VOTE APPROVED: The Kehilla board authorizes the spending of up to \$13,000 on the sealing of the front steps. The funds will be paid from reserves. (Karen moved. Catherine seconded. Approved unanimously.)

GENERATIVE: SOURCE OF LEADERSHIP FOR THE ORGANIZATION

- Arc of Change update - Ali/MST
 - DEI team met with Dimensions Consulting to clarify expectations and see if the work will continue with mutual understanding. Process is ongoing. There may be financial implications but that

is not the main issue. There is a possibility that the work may not continue if agreement cannot be reached.

- Dimensions brings a package of what they want to do — a clear process and curriculum, that they are asking our team to get fully behind. This may be different from our typical collaborative process. Unpacking our resistance is not simple, and is in process.
- Mission/Purpose and Values mini-retreat follow up plan – Karen/Rachael/Pamela
 - Post-retreat K/R/P met and formatted and organized our materials into a more concise product. Materials have been shared with many Kehilla committees for further “idea-smithing”. Karen is shepherding this through. Wordsmithing will come next with a writer or poet.
 - Draft will come back to the board at some point soon
- Redistribution of surplus funds → MST/Nina (also Rachael and Rabbi Dev were in the committee that is making this proposal)
 - **VOTE:** see motion
https://docs.google.com/document/d/1dfaFsx6m8LeZFfs_IGPb1Y-w1ZIC5T4s0QliS2K8YmE/edit

VOTE APPROVED: The Ad Hoc Committee on the Kehilla Budget surplus moves that the organization gives to community partners 50% of the \$150,000 surplus that resulted from the forgiveness of the PPP loan. This amount will be further divided:

- **2/3rd (approx. \$50,000) to community partner agencies serving under-resourced communities in the East Bay through a process to be determined**
- **1/3rd (approx. \$25,000) to direct action work through Kehilla via a process to be created by a sub-committee authorized by the board** (Ori moved/Stephanie seconded/ all in favor, except Pamela that abstained.)

MST/Nina/Dev/Rachael volunteering to make the expenditure decisions and present to the community. They will recruit other members. Karen requested one more report to the board with donation specifics before the funds are disbursed.

- Next year: Leadership and Committees
 - Ruth is leaving the Bay Area this summer to move to Ithaca NY. Planning to stay on board at least as long as meetings are virtual.
 - Stephanie and Rachael agreed to be co-chairs next year, Lisa as secretary (with a paid minutes taker), and Treasurer TBD. Hoping they will work as a leadership team.

AOB/ANNOUNCEMENTS