

**KEHILLA COMMUNITY SYNAGOGUE
BOARD OF TRUSTEES MEETING MINUTES**

FINAL

Date: 2021-10-05

6:45-8:30

Attending: Stephanie Hochman, Rachael Reiley, Lisa Korwin, Ruth Atkin, Pamela Berkowitz, Michael Myers, Nina Cohen, Ori Tzvieli

Staff: Michael Saxe-Taller, Dev Noily

Not attending: Dina Burg

Guests: Don Stone

AGENDA

Minutes taker: Maggie Grabmeier

OPENING

- Group check-in
- Approval of minutes - **VOTE: Ruth Atkin moves to approve minutes contingent on the removal of this line from the “Finance Committee” section - “Ruth created a work plan for the year with policies, procedures, and definitions which could be used by other committees,” Nina Cohen seconds, four in favor, no oppose, one abstains (Ori Tzvieli)**
- **Clergy report & spiritual opening**
 - Rabbi Dev: Kehilla held one hybrid (in-person and on Zoom) service in July, and now it seems like hybrid services could be possible again from a public health perspective. Staff is prioritizing facilitating reopening in a way that takes the whole system/congregation into account, making something both flexible and sustainable for staff. (Important not to prioritize one segment of the community, such as Bar/Bat Mitzvah families who want to have in-person services over the general community.)
 - Hybrid services are complicated in terms of technology needs, personnel, budget, and policy, all of which staff are beginning to consider.
 - Some ways to handle the technology/staffing issue is to hire contractors like Kehilla did for the High Holidays, adding A/V responsibility to a staff member’s job, or hiring a new staff member to handle services and equipment maintenance (though finding someone to hire could be difficult, and retention could be difficult.)
 - Michael S-T: Kehilla also needs Zoom hosts and closed captioners for all hybrid services, so those are other things to consider cost-wise in addition to an A/V person. Staff are in the process of purchasing spotlights and a new camera for hybrid services.
 - Kehilla has pre-approval from the board to pay for equipment and to hire an A/V tech, through the designated surplus funds, though there may not be enough to cover the costs.

STRATEGIC DIALOGUE: BOARD PARTNERSHIP WITH MANAGEMENT

Vaccine/Testing policy

- Michael S-T: Covid levels have been receding, the risk of gathering in person is sufficiently low, and Kehilla is considering hybrid services again. A vaccine/testing mandate would lower the level of risk. The public health and safety task force fully supports a vaccine/testing mandate. The proposal now is to consider requiring everyone who comes to a service to be fully vaccinated or show a negative Covid test. Kehilla is also continuing the mask mandate.
- The questions the public health and safety task force have not yet answered include: What's the testing mechanism? Do we ask for a PCR test? How many hours in advance? Or can we do rapid tests? How do we confirm that people are vaccinated? Do we use the honor system? Do they have to show proof? Do we create a registry so we know who is vaccinated?
- Ori has provided Kehilla with rapid tests, and we suspect Kehilla will have enough given that members are mostly vaccinated.
 - Ori: A PCR test is sensitive, but it has a 48-72 hour turnaround. PCR tests add an element of risk because there is time between the test administration and the event/service. The safer option is the antigen test. It's less sensitive than the PCR but it can tell if someone is infectious immediately. The antigen test would require a staff member administering/overseeing onsite.
- The task force suggested Kehilla begin offering hybrid services at first with events that are not young-people dependent (as most under-12-year-olds are not able to be vaccinated yet).
- Kehilla school will require vaccinations once that's available. For now, Kehilla School is outdoors.

- The board recommended that the public health and safety task force develop a policy to finalize details and answer these questions.
- The public health and safety committee will meet on October 13th. After that meeting, Michael S-T (a member of that committee) will send a draft proposal to the board for edits or approval. The board will then vote on the proposal at the next board meeting on October 26th. (The board was asked if anyone opposed, and no one opposed.)

- **ED Report**
 - Update on 2021-22 Fiscal Year Income Sources (membership, tuition, high holiday income)
 - Michael S-T: Kehilla will exceed our membership number, we went above the High Holidays expected earnings, and Kehilla will also earn more than our expected earnings from rentals.

- **Building needs:**
 - Michael S-T: Kehilla's mortgage has been refinanced.
 - Kehilla's building-specific contractor Osborne's contract is almost over, and Michael S-T recommends extending his contract for several months. Projected cost would be between \$5-10k. The board supported this recommendation.

- Osborne's work has brought up longer-term questions about the building's needs: What's the staffing going to be to take on building projects? How do we raise money to do the work that's needed for the building?
- **Staffing:**
 - Michael S-T: The pandemic has forced a new level of operations for Kehilla, and constantly changing conditions feel relentless on staff. There are short-term needs for Kehilla School operations, but the budget priorities committee will soon talk about larger-scale staffing questions around meeting the building's needs, hybrid services, other operations, and making sure staff needs are met. The budget priorities committee will meet before Rabbi Dev's sabbatical begins on November 1st.

FIDUCIARY: BOARD STEWARDSHIP OF TANGIBLE ASSETS

- **Building Accessibility (Marilyn Golden Fund)**
 - Ruth: Congregants have expressed interest in contributing funds to make Kehilla's building more accessible in Marilyn Golden's memory, and the idea that has excited people is starting a fund to put an elevator in the building. The cost is unknown, but may be in the ballpark of \$250k. The questions for this proposal are: 1. Do we start an elevator fund? 2. Do we want to hold out for an elevator (Marilyn's preference) or go with a less expensive lift which could be \$60-80k? 3. Do we try to link this fundraising effort with ongoing building needs?
 - Michael S-T: We do not currently have capacity within the Generosity Committee or current paid staff to effectively manage this project. The positive side is that there are some other people who could step forward to make this project happen who have skill, capacity and resources.
 - Logistical questions include feasibility of the project, cost, and timeline. Michael S-T agrees to ask Osborne for recommendations on determining feasibility and cost (including hiring contractors/engineers) ASAP.
 - **VOTE: Ruth moves to proceed with the elevator fund (allowing the logistical things/initial fundraising asks to commence). Lisa seconds. The motion passed unanimously (8 in favor, 0 oppose, 0 abstain)**

GENERATIVE: SOURCE OF LEADERSHIP FOR THE ORGANIZATION

- **Sponsorship of Afghan family**
 - Michael S-T: The immigration committee received a request to sponsor a 10-person family from Afghanistan who is seeking asylum in the US. They are in the process of applying to the US government, and they need an organization to sponsor them to guarantee they won't become a public charge. If Kehilla chooses to sign on as a sponsor, the form itself isn't legally binding. Kehilla would agree to sponsor all 10 family members separately.

VOTE: Ori moves to support, Rachael seconds, 7 in favor, none opposed, motion passes unanimously.