

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

**FINAL**

**Date:** 2022-04-26

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

**Staff:** Michael Saxe-Taller, Dev Noily

**Guests:** Don Stone, Jaime Jenett

**AGENDA**

*Minutes taker:* Maggie Grabmeier

**OPENING**

- Group check-in
- Spiritual Opening - Dev
  - Right now we are in the period of counting the omer, between Passover and Shavuot.
- Approval of minutes (**VOTE: Pamela moved, Ori seconded, all approved, no abstentions**)

**STRATEGIC DIALOGUE: BOARD PARTNERSHIP WITH MANAGEMENT**

- **Clergy Report**
  - Rabbi Dev appreciated the three months of sabbatical.
  - Rabbi SAM is pulling together conversion and adult b' mitzvah services into something sustainable.
  - Kehilla staff is starting to plan for High Holy Days and is beginning to plan for ways to include BIPOC leadership in the planning process. Spiritual leadership is preparing a google form to send to BIPOC adults and youth leaders in the congregation to see how they'd want to be engaged in the services and the HHD planning process. Kehilla is also thinking about how to compensate BIPOC consultants and leaders for their work on HHD.
  - Spiritual leaders plan to use the results of the multi-access survey to make decisions about HHD - so far there are 220 responses.
- **ED Report**
  - The return to in-person services which has been taking place over the past 2 months has been going well (including responses from the

congregation and technology-wise). In-person congregants also enjoy seeing that there is community connected elsewhere as well.

- B' mitzvah season is starting. Indoor and outdoor eating has gone well with no complaints.
- Board members are invited to deliver the announcements at b' mitzvah ceremonies. MST explained some announcement-giving best practices:
  - Connect to the people in the room and on zoom. The content of what you're sharing is secondary.
  - Appreciate people for being in attendance, appreciate the b' mitzvah student, thank the people involved in the program.
  - Let people know there are more services coming up and to let them know the ways they can get information.
  - It's better to talk to the group than to read your sheet.
  - It is better to be brief than to cover everything—use your judgment and say what is the most important.
  - MST is available to advise board members that have further questions.
- The community meeting has been rescheduled from May 10th to May 25th (both in-person and virtual) because publicity has not been sufficient.

- **Budget Priorities**

- The budget process is delayed as MST continues to develop three versions of the budget — balanced, modest deficit, and larger deficit.
- MST set context regarding the budget process:
  - In the last few years, the budget hasn't grown to match the growth in our congregation's numbers.
  - The board has not yet started an organizational development process that will inform Kehilla's structure moving forward, which presents some challenges to coming up with the budget.
  - The budget needs to include some elements that were tabled because of the pandemic (like in-person HHD and Passover seder, more rentals, re-hiring a part-time custodian, etc.).
  - The budget must also include new expenses that were not considered pre-Covid like closed captioners and AV costs.
  - The budget priority committee has also laid out other priorities.
- The outline of a budget MST pitched initially has increased revenue and increased expenses (largely personnel-related), but it ultimately includes a large deficit of over \$100k. There are three options for the budget priorities committee to deal with the deficit:
  - 1. Find a way to increase income
  - 2. Find a way to reduce expenses

- 3. Decide what amount of deficit in the budget the board is willing to accept.
- The board has approved a few set expenses including COLA (though the personnel committee had recommended that it should have been higher than what was approved). The proposal to increase retirement matching was also rejected in this year's budget.
- The board and the budget committees will have to make difficult decisions about personnel in order to create the draft budget.
- The new plan is that the board will get a full budget in May, and the board will vote on and pass a budget in June.
- MST agreed to inform the board how much money is in the reserve fund currently.
- Lisa suggested one option for flexibility in the budget would be to delay launching certain budget increases (a tool the board used at the start of Covid) until the first quarter income numbers (like the effects of fundraising and sustaining dues).

#### **FIDUCIARY: BOARD STEWARDSHIP OF TANGIBLE ASSETS**

- **Finance Committee Report**

- Michael M and the finance committee plan to send the board an email with comments on the policy and procedures document, and they ask that the board review the comments and changes.

#### **GENERATIVE: SOURCE OF LEADERSHIP FOR THE ORGANIZATION**

- **Generosity Committee**

- Kehilla sold 313 tickets to the Sustaining Justice event, and there were 223 unique viewers. 196 people gifted resources to Kehilla outside of just ticket sales, and 57% of those people were not members. The Generosity Committee noted that Kehilla is able to reach outside of just members when seeking resources in the future. There were 140 sponsors (nearly the same as last year).
- The Generosity Committee had a goal of \$15,000 for the event, and it raised closer to \$12,500. While this wasn't the full amount wished for, given that the event was scheduled on Zoom, and the budget included paying three speakers, the Committee and Staff are feeling that it was better than it might have been.

- Lisa invited board members to join the Generosity Committee or to invite folks from outside the board who might be interested (talk to Lisa if interested).
- **Community Meeting May 10th**
  - Board members are encouraged to attend in-person or virtually.
- **Committee Chairs/Leadership Team**
  - Lisa: As the board moves forward in building the budget, they are encouraged to be mindful of the concerns raised at the leadership retreat about the need for greater communication between staff, board and the congregation going forward and the cost implications that may be associated with this effort.
- **Board Development Plans for the 2021-22 year**
  - Stephanie: The board wants to begin planning the 2022-23 organizational development process. The board will create a team of people who will begin the planning process including Tova Vance. This team will work to recruit a consultant and then speak with the consultant about designing the organizational development process. Lisa expressed interest, and other interested board members were encouraged to reach out to Stephanie.
  - Board Leadership transitions: board members interested in taking on leadership roles (including co-chair, secretary, or treasurer) could speak with the current board co-chairs (Stephanie and Rachael), secretary (Lisa), or treasurer (Michael M).
  - Rachael agreed to find a document on the Google Drive that outlines what these positions require.

## **AOB/ANNOUNCEMENTS**

- [BBM & Greeter Sign-ups](#)
- Ori: three board candidates are being advanced to a community-wide vote in May (including Jaime). The three candidates will provide blurbs for an email to the community, and when the results are tabulated, the new voting board members will be initiated in July.