

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

**Date: 2022-10-25**

**6:25 - 6:40 Executive Session (15 mins)**

**6:45 - 8:30 Regular Session**

**ZOOM LINK**

<https://us02web.zoom.us/j/193320289?pwd=STR5aHg4SUZINFpKd2dQVVVRR2EvUT09>

**Email Lisa if unable to attend. ([lisakorwin@gmail.com](mailto:lisakorwin@gmail.com))**

**Attending:** *Michael Myers, Rachael Reiley, Ori Tzvieli, Stephanie Hochman, Lisa Korwin, Dina Burg, Pamela Berkowitz, Dan Alpert, Jaime Jenett, Varya Simpson, Ruth Atkin, Tadish Durbin*

**Staff:** *SAM Luckey*

**Guests:** *Don Stone*

**Not attending:** *Nina Cohen, Rabbi Dev, Michael Saxe-Taller*

**Please review the following documents in Google Docs prior to the board meeting:**

- Kehilla Board Minutes Draft for approval at meeting
- Executive Director Report (*Michael will not attend due to a death in his family*)
  - 2022-2023 First Quarter Financial report
  - HHD Statistics
- Measure H Background Information

**AGENDA**

*Minutes taker: Ori*

**OPENING**

- Group check-in
- Spiritual opening
- What the Heck
- Approval of minutes **Ruth moved, Dan seconded, unanimous approval.**

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

- **Finance Committee Report (Dan)**

- **HHD Income:** High holiday move from Scottish Rite to Kehilla resulted in a loss of \$35K to projected budget — Michael is hoping to overcome through donor outreach.
- **Projected Interest:** Our budget projected that we'd earn \$4,500 in interest this year, however increased interest rates places the projected interest closer to \$14K, yielding ~\$9,500 more in income than projected.
- **School tuition is down due to a shortage of teachers** — thereby limiting the number of students we can admit into Kehilla's school. Staff are trying to find more teachers to overcome the shortfall and expect some of the gap to be closed by the incoming BBM class.
- **Employee Retention Tax Credit (ERC)** — is a pandemic relief program for organizations who either suffered a significant drop in revenue (we did not qualify based on that) or based on government shutdown orders that had a significant impact on normal operations (we do qualify based on that, as determined by our consultants). We expect to qualify for \$210-\$260K after paying the consultants and JYCA's share (as they were under Kehilla's fiscal sponsorship and roof during the period in question). If approved by federal program administrators, we anticipate receipt of funds in three to nine months. If approved, staff and the finance committee will bring recommendations to the board for consideration as to how to allocate the funds. One possibility may include paying off our short-term mortgage (which is one of two mortgages held by Kehilla) — resulting in decreased interest payments, and may help the overall budget going into the future.
- **1st Qtr Financials**

- **Generosity Committee (GenCo) (Jamie)**

- GenCo's regular meeting is 3rd Wednesdays from 5:00 - 6:30 pm
- A brief clarifying conversation was held regarding the difference between GenCo (whose charge is to raise money through membership donations and events) and the new Revenue Enhancement Group that is being formed (which will be dedicated to identifying and obtaining revenue from other sources.)
- Michael will bring the board a list for individual solicitations at next month's meeting.
- "Reciprocity" campaign has a fundraising goal of \$35k. GenCo will identify congregants who can tell stories about reciprocal relationships with Kehilla as a fundraising pitch. Those stories will be shared through short different means — emails, short videos, etc.

## **STRATEGIC DIALOGUE: BOARD PARTNERSHIP WITH MANAGEMENT**

### **• Clergy Report — (SAM)**

- New member calls connected with 116 new people (new = from last 3 years pandemic period).
- Youth education committee is working on a purpose and vision statement for the school. They are beginning to organize listening circles and 1:1 conversations with families that have BIPOC students.
- BIPOC counsel shared a new mixed space framework — “Make Space/Take Space” — for future meetings that they practiced during their recent Initiative of Change meeting. It involves acknowledging and mitigating the impact of privilege in Kehilla meetings and other spaces. This practice is likely to be shared with other parts of the community in the future and will be presented to the board in a future meeting.
- An [initial report on BIPOC’s participation on the Bima](#) at HHDs this year was produced and shared. The inclusion effort began last Spring — Victoria Alcoset and Fresh Lev White joined the planning team. In addition, many BIPOC folks ended up contributing different offerings during HHD services. Beautiful and inspiring to have them in leadership. Lessons being incorporated for next year. Everyone was offered support.
- **VOTE: To endorse Oakland’s Measure H**
  - Discussion about how Kehilla has no formal process or rubric for endorsing measures. Need to put something forward on timeline and process before we can endorse. Also which jurisdiction? Tadish moved for a vote on endorsing measure H. Rachael seconded. Vote failed 8 opposed and 3 in favor so motion was not carried, with most board members indicating that it was not Measure H that they didn’t support but that they were uncomfortable endorsing without an established endorsement process in place. More clarification on Kehilla’s endorsement process is needed before endorsements come before the board in the future.

- **ED Report.** Due to a death in Michael’s family, he was unable to attend the meeting. He forwarded a [written Executive Director report](#).

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

### **• Personnel Committee**

- Michael requested consideration of two personnel policy changes. The Personnel committee considered these policy changes and brought their recommendations to the Board:
  - **Increase Paid Leave Accrual Caps to 2 years from current 1.5 years.** Historically, staff leave time accruals were capped at 2 years, and several years back were reduced to 1.5 years. Michael requested that paid leave time accruals be capped at 2 years — citing the challenge that operating under Covid conditions placed on

staff's ability to take time off. The Personnel committee recommended against increasing the accrual rate indicating that it encourages staff to not take needed vacation time off, and it also increases Kehilla's financial liability for payouts to those who leave without taking vacation. **(The VOTE: Moved by Ori, seconded by Tadish. Vote was 11 against increasing the accrual to 2 year cap, and 0 for. Motion failed)**

- **Include a clause in Kehilla's personnel manual that indicates that sick leave accruals cap at two years.** Michael explained that this is the approved policy but was accidentally left out of the most current version of the personnel manual. The Personnel committee recommended a motion to include this make this correction in the personnel manual. **(The VOTE: Moved by Lisa, seconded by Rachael. Vote was 11 for and 0 against. Motion carries.)**

- **Organizational Development (OD)**

- Update on OD process — slowing down the process to increase representation in selecting an OD consultant, and also navigating timing of process to include Rabbi Dev's voice in the process despite their upcoming sabbatical.

- **Initiative of Change (Lisa)**

- Time was initially allocated at this meeting for the board to engage in a discussion on the [video](#) Lisa shared addressing the harmful impact of tokenism in recruitment and questions to ask ourselves as we consider recruiting JOC/BIPOC members for the board.
  - The Board decided to defer this discussion until a future meeting when more members have viewed the video — possibly at the January retreat. Board members expressed their hope that perhaps DEI Council members can also share some of their recommendations as the discussions are interwoven.