

## Beth El Board of Trustees

### Meeting Minutes January 10, 2019

**Members Present:** Abby Steele, President; Neal Goldman, Immediate Past President; Charlie Frohman, President-Elect; Karen Toker, Vice President; Chip Morris, Treasurer; Grace Belkin, Ron Van, Ron Rapaport, Judy De Arman, David Marco, Vickie Kennedy.

Rabbi Matuson was in attendance as was Elissa Feldman, Office Manager.

A quorum was established, and the meeting was called to order at 6:30 p.m. by Abby Steele, President.

**Approval of December 2018 Minutes:** The minutes were approved unanimously, pending inclusion of \$75 per family unit for additional security and Chip's retraction about membership resignations.

**D'var Torah:** Rabbi Matuson addressed the Board from The Book of Numbers. "Is there a difference between fleeing from something and running to something? When the Jews escaped Egypt, they knew what they were running from, but they didn't know that fleeing to the promised land could be so difficult. There were confrontations, loss of lives, questions of belief. As a Board we are preserving our legacy, but where are we going to? What do we want our congregation to be? The Board needs to plan for the future. It's a daunting task to envision the future of Beth EL, but it is our job. If we run into difficulties, much like the people of Israel, know that where we are going is a good place. We are fulfilling dreams. Do not loose faith in G-d, traditions or each other. It will all work out.

**President's Message:** Abby thanked the Rabbi and commented that some of what he shared, leads us toward the business matters we are covering tonight. "My message is following-up on last month's meeting. I want to thank our anonymous donor for their generous contribution to memorialize the people massacred at The Tree of Life Synagogue. He very graciously accepted the Board's desire to honor these lives with school playground equipment rather than memorialize them with a bench. He asked that a sign be posted by the playground to read: "You can love me back by letting hands touch hands, by letting bodies touch bodies, and by letting go of children that need to be free. Love doesn't die people do." Tree of Life Synagogue 10/27/2018. He would prefer this to be private. We might once again ask a donor to pay for the school and find a suitable permanent Education Annex structure. There is some fabulous stuff happening, and you enable these things to happen. Membership, security, legacy initiative are all moving in a positive direction. We are creating momentum to carry us forward, thank you all."

**Treasurer:** Chip reported no new members. To date, we have approximately 155 memberships. He did not formalize a membership application to date with Nancy Honig. He rescinded his statement re: no resignations of member this past fiscal year. (The December minutes have been corrected). "We are tracking well, but I am waiting for the fundraisers to determine the end of year outcome. We are tracking \$21,000 ahead; last

year we were \$21,000 ahead.” Chip passed out the financial Budget vs Actuals: FY 2017-2018, July-December 2018. Karen suggested that we build in a reserve fund in the budget for unanticipated expenses. Charlie concurred.

### **New Business:**

**Legacy Proposal** – Abby commented that the Board have all been “advised about the Rabbi’s offer to reduce his salary once he receives his Social Security. That amounts to about \$100,000 over three years. The money goes specifically to pay down the mortgage. David Marco and MG Orender collectively have matched the Rabbi’s offer. We owe \$872,000 on the mortgage. We are going to collectively organize and reach-out to people to see if they will match or collectively match the Rabbi’s offer. The Board also needs to think about what we are going to do collectively to leave as a legacy to get this mortgage paid off.” “I am going to be sending out a letter to the congregation introducing the Rabbi’s Legacy commitment to pay off the mortgage and I want to say that the full Board is committed, too.” Charlie supported Abby in saying that there has to be a 100% participation of the Board; it can be \$1-1,000,000. Karen asked if we were going to seek donations from outside the congregation. We are looking for a pledge over a three-year commitment. Charlie shared a beautiful story about a Jewish benevolent group that was founded 150+ years ago to assist families who have lost a child. ‘You never know who might benefit from the foundation we put down, but they will benefit.’ Run names for potential contributors past Abby before approaching them about this Legacy campaign.

**Nominating Committee** – Neal is forming the nominating committee. “We will be looking to fill the Vice President’s slot, Treasurer, as well as new Board members. “If you are not elected this year and your time on the Board is up, please let me know of your intent.” We will be sending out letters and applications. Karen brought up that it was important to address what the concerns were at last year’s Congregational meeting. “It is important that we be transparent.” Neal mentioned that the nominating committee did a really good job putting together intelligent, hard-working, collegial people as recommended candidates. Abby expressed that “We need to get feedback from Tracy so she can speak to Neal about what she has heard from people that have appeared before the Liaison Committee”.

**Sound System** – reported by Vickie about Bruce Schwartz. He has been “absolutely phenomenal working on our sound system”. You can now hear every word said in the Sanctuary, he has put in a shelf, obtained a new microphone, we can now hear the children who are Bar and Bat Mitzvah. There is a request he be given an honorary member, he does not charge us for his services. There was much discussion about this topic and ramifications of giving membership of this gift. Donne made a motion that we give him a membership from now till June 2020. It was unanimously approved.

### **Board Committee Chair Reports:**

**Ways and Means** – **GALA** March 30<sup>th</sup>, at Marsh Landing. Board members save the date. Donne reported on this. The Save the Date has been sent out. Donation forms were passed around. Please reach out to business’s, services and ask for gift cards for the auction. It is the best way to make money for the GALA because the gifts are donated

and don't cost us anything. The theme is "*Play it Forward*" along the lines of the Rabbi's generosity.

**Security Committee** – (See attached report) Chaired and reported by Ron Rappaport. Gil Kleiner, mentioned that a woman named Kelly from the Jax Jewish Federation sent some checks to the Rabbi, mailed in May or June. He followed-up with her and realized that there was a distribution check of \$2,000 and another for around \$2,150 that were never cashed. She now represents the foundation and would like to meet to tell us about their services. Abby will follow-up on this. Abby wanted to revisit if we still want to ask the Congregants for \$75, per family unit, for security, given we are asking for Gala participation and the Legacy commitments.

First meeting outcomes for the security committee: three proposals submitted for security cameras. United came out as the best financial choice for approximately \$6,000. We also need a keypad system for the front door, as well as a door bell ring. There will be outside lighting presently seeking bids (see attached report). There was some discussion about extra security, and acknowledgement that the Board is being responsive to our school parents and congregants regarding security concerns. There was a motion to accept the bid of cameras and new key pad on the door. The motion was passed unanimously.

**Education Committee** – No report.

**Sisterhood** – Vickie said "We had a successful First Responders Christmas dinner at the Fire Station. Sponsoring the sound system, trimmed the five trees up front, Tu B'Shevat Seder coming up January 20<sup>th</sup>.

**Ambassador Program** – Karen thanked Vickie and Rachel for organizing the names for each person to warmly reach out to the congregants and let them know you are here for them.

**Adult Education** – (See report)

**Archives** – Karen stated that "We have a process for how things are to be done, the Board Secretary is doing the minutes, the Communication chair is scanning all PR information, Education and Sisterhood can scan pictures and information as well as something from Brotherhood. If anyone knows of someone who wants to volunteer to archive as well as someone to take over this responsibility, please let me know."

**Membership** - (See attached report). Reported by Grace that we have acquired two new members. She sent out 352 letters to unaffiliated in the five zip codes to come to Tuesday night with the Rabbi ("Ask Me Why' lecture). Joy Shultz is coordinating the welcome treats or the new members. She, along with Rachel are making the challahs. Nocatee is difficult to get on the bulletin Board. Grace asked that the Board please submit their bios for the e blast.

**Social Action** – (See attached report).

**Brotherhood** – Charlie announced February 7<sup>th</sup> dinner with the Rabbi and in March the co-joint meeting with Sisterhood.

**New Business:**

Grace inquired if we have our final directory. The addendum needs to be completed.

Donne complimented the Rabbi to the Board as to how “present” he is for our members and there is a family, with an ill congregant, that is so appreciative of his support and warmth.

As there was no further business, the meeting was adjourned at 8:12 p.m. The next meeting of the Board will be February 21<sup>st</sup>, at 6:30 p.m.

Respectfully submitted,

*Rachel Marcus-Hendry Mitchell*

Rachel Marcus-Hendry Mitchell, Secretary

**COMMITTEE REPORTS:**

***Committee Name: Security***

*Committee Chairperson: Ronald Rapaport*

*Committee: Ronald Rapaport, Neal Goldman, Charles Frohman, Ron Van, Ed Merce (absent), David Scachnovsky, Vickie Kennedy, Buzzy Klausner*

*Date Committee Met: 01/09/19*

***TOPICS FOR DISCUSSION:***

*Need for a front entrance gate, need for a lock on the ark for Torah protection, security camera system upgrade, need for lighting on side and rear of building, security signage, school trailer security upgrades, locks on all room doors and key control, Torah registration, acquisition of walkie talkies for the teachers, mag lock or card access system for front door security, need for concrete slab for outdoor grill, need for planting of shrubbery in vulnerable areas, need for blast film for windows, gas supply to kitchen, parking issues, need*

*for security for daytime events, need for Photo ID's for staff and visitor ID's, uniform and plain clothes security guards where applicable, creation of a security policy and procedure manual, school security issues, delegation of committee members duties and auxillary members that are needed to help.*

***DISCUSSION OF DELEGATED DUTIES:***

*Policy and procedure manual, law enforcement liaison, fire department liaison, staff education, security guard company liaison, usher liaison, grant procurement , CISM liaison, delegated spokesperson for the synagogue, legal and insurance liaison*

***OUTCOMES/COMMITTEE ACTION:***

*\* The committee decided to upgrade the security camera system and reviewed three proposals. Decided to go with United Alarm and add a keypad entrance system for the entrance door.*

*\* Committee decided to add outside lighting to the sides and rear of building. Buzzy Klausner will meet with an electrician and get an estimate of cost.*

*\* Committee decided to install signage adjacent to the driveway entrance indicating we have security on premises, no trespassing and solicitation and our protection company. Ron Rapaport will work on that issue*

*\* Daytime security for weekly card and bridge games was discussed.*

*\* Committee decided to reach out to law enforcement to improve relations such as inviting uniform personnel usage of the facility for coffee, doing paper work, etc.*

*\*Committee decided to write a security policy and procedure manual. Ron Van and Vickie Kennedy will work on it.*

*\* Committee decided to get an estimate to put a lock on the sanctuary door from the inside and outside.*

*\* Committee decided to write a job description list for EBS Security officers.*

*Vickie Kennedy will direct Elissa Feldman*

***ITEMS FOR BOARD ACTION:***

*\*Board approval for \$6000.00 for security camera upgrade and keypad*

## ***Membership Committee Report 12/10/18***

- *Date set for "Tell Me Why" series (conducted by Rabbi Matuson) answering questions, i.e. What happens if there are not enough for a minyan....How to handle the "December Dilemma", all designed to attract interfaiths/unaffiliateds and existing congregants....January 15th*
- *New member Shabbat scheduled for 1/27/19, welcoming new members who have joined since 7/01/18 (thanks to Joy Shultz for handling)*
- *News and Nosh (thanks to Ron Van for handling) to engage congregants* ▪ *Nocatee PR still being pursued to address Shalom Club*
- *Requesting committee chairs to introduce themselves to congregation via eblast*
- *Birthday wishes for all via telephone or emails*

### ***Committee Name: Social Action***

*Committee Chairperson: Tammy Shumer*

*Committee:*

*Tammy Shumer, Rachel Schare, Tris Barber, Elaine Wright, Jackie Gould, Pam Ervanian*

*Date Committee met: November 2018*

*Outcomes of meeting:*

*Jewish Family & Community services picked up 5 packed bags of condiments for the Block Food Pantry. We plan to collect condiments for JFCS' food pantry until the end of December.*

*In addition to the condiments. Beth El Sisterhood collected comfort items (nonskid socks, gloves, blankets, soup) for our local holocaust survivors. Thank you to Donna O'Steen from JFCS for picking up the all the items we've collected.*

*Next month we will discuss January's social action project.*

### ***Adult Education***

*Judy DeArman*

*Next program is: February 12 at 7 p.m. with the Rabbi. The topic is "Jewish Superstitions and Bubbe-meises".*