

Beth El The Beaches Board of Trustees Meeting

Meeting Minutes May 9, 2019

Members Present: Charlie Frohman, Vice President; Neal Goldman, Immediate Past President; Sherill Herzfeld, Vice President; Karen Toker, Vice President; Rachel Marcus-Hendry Mitchell, Secretary; Chip Morris, Treasurer; Ron Rapaport, Judy De Arman, Donne Ordile, Ron Van, Ed Mercel, David Marco, Grace Belkin, Vickie Kennedy.

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

A quorum was established, and the meeting was called to order at 6:35 p.m. by Charlie Frohman, Incoming President.

Approval of April 10, 2019 Minutes: The minutes were unanimously approved.

D'var Torah: Rabbi Matuson began with telling the Board "That a Rabbi gets a letter, and on the outside of the envelope were big letters spelling the word *Jerk!*" That said, his point was that Synagogue leadership is not easy. It is riddled with criticism. There is always dissent. This week's Torah portion is of the Holiness Code. The first one is "Love your/thy neighbors as yourself." The second one is "Don't be afraid to criticize". Even uncritical love can be dangerous. "I hope that we are not unloving critics, and I hope that we are able to take what criticism that comes our way. I hope that our criticism is from love, so let's begin with love and move on to robust discussions about the welfare of our community and our shul."

Incoming President's Message: Charlie thanked the Rabbi and appreciated him sharing his message. He looks forward to his two-year term and thanked everybody for what they do. "We are all here to do exactly what the Rabbi said, and I think we are all here to make this a better place. I am totally excited and thrilled at the opportunity to serve, I want to continue to make this place great. I tell people how enjoyable it is to sit on this Board. I hope that we can share this excitement with our community, so they look to do the same thing as we are doing."

Treasurer: Chip announced that there are no new members this month.

He then passed out the financial budget for FY 2018-2019, High Level Summary. He presented his forecast for next year based upon the actuals for this year. He built in a gain of four new net members (three family, one single), on top of the expected attrition of four members. Currently we have 167 members. This year we had 27 new members, we lost 18. Karen asked Grace if she knows the members we lost. Charlie suggested Chip get those names to Grace so she can reach out to them. Charlie suggested we keep a record with comments, so we know what's going on. Sherill suggested we continue to do exit interviews moving forward. She also asked how many people do not fulfill their commitments. Chip said about thirty don't fulfill their commitments. He indicated that we will send out statements in a week, along with a letter to settle up their balance, then another statement will be sent in June. There was much discussion revolving around the budget and dues. Next year's budget is based on key components-dues revenue, operating funds, expenses to include security, and fundraising income. It was noted that there was a one-time, non-occurring investment in security, and next year's budget already has a built-in security line item. Chip was under the impression that the building monies were to go above and beyond the mortgage payment. There was a misperception. The building fees were always built into the operating budget. We make mortgage payments every month. In addition, any building fees collected are always applied toward the principal. We paid \$94,000, of which \$58,000 was applied toward the principal. The actual principal continues to go down. Salaries are up because there are more kids being tutored. The Finance Committee proposed 1.9% dues increase for next year, however there was much discussion about increasing the dues, in light of decreased fundraising revenue and increased security needs. A motion was made to increase the dues membership by another \$35, above the Finance committee's initial recommendation, amounting to 3.4%, total applicable to each type of membership. The motion was approved unanimously. Chip/Abby will send a letter to the congregation apprising them that the reason for the increase in membership dues is for security and maintenance reserve. Neal then made a motion to approve the newly revised budget. It was unanimously approved.

New Business:

Policy & Procedure Manual for Security - There was some discussion about the security guard protocols, the number of hours employed, expectations, including bathroom break and hydration were discussed. Ron mentioned the importance of approving the manual so he could begin

to set forth policies with the staff, teachers, and security guards. There was a motion to pass the Policy & Procedure Manual for Security. It was unanimously passed.

Annual Meeting- – The Congregational meeting is slated for June 2, at 10 a.m. with some breakfast refreshments, at the Synagogue. Since the mailed ballots did not have a line for a name or signature, nor return address, we will have to make certain that all the votes are accounted for at the meeting. Elissa will help with this.

Policy & Procedure Updates - We will send out another copy of the P&P electronically to each committee member. Rachel asked that each committee either revise, edit, or recommend changes within two weeks. The updates will be approved by the new Board.

Beth El Plaque – Karen presented information and it was decided that we will wait till July 1st to proceed.

Board Committee Chair Reports:

Sisterhood – Vickie reported that Sisterhood is working on next year's calendar, Belles continues to meet, and she thanked Brotherhood for another successful Barbeque for the last day of Religious School.

Brotherhood – Charlie will not lead Brotherhood next year. The next meeting is 'Guns and Grub'.

New Business – Sherill made reference to recognition of Abby's Presidency.

As there was no further business, the meeting was adjourned at 8:20 p.m. The next meeting of the Board will be June 13th, at 7:00p.m.

Respectfully submitted,

Rachel Marcus-Hendry Mitchell

Rachel Marcus-Hendry Mitchell, Secretary

COMMITTEE MEETING MONTHLY REPORTS

The approved Security Policy & Procedure Manual is attached to the minutes. Below is a consent agreement that the manual has been read and will be followed.

ACKNOWLEDGMENT RECEIPT OF READING

I _____ being a staff member of Beth El hereby acknowledge that I have read the entire security policy and procedure manual and understand it in its entirety and agree to adhere to the policies and procedures contained within it.

Signed _____

Dated _____

SECURITY POLICY AND PROCEDURE MANUAL (attached)