

## **Beth El The Beaches Board of Trustees Meeting**

### **Meeting Minutes October 16, 2019**

**Members Present:** Charlie Frohman, President; Sherill Herzfeld, Vice President; Rachel Marcus-Hendry Mitchell, Secretary; Gary Herzfeld, Treasurer; Abby Steele, Past President; MG Orender, Judy DeArman, Ron Rapaport, Buzzy Klausner, David Adler, Donne Ordile, Chip Morris, Neal Goldman, Vickie Kennedy.

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

A quorum was established, and the meeting was called to order at 7:00 p.m. by Charlie Frohman, President.

**Approval of the September 15, 2019 Minutes:** The minutes were unanimously approved.

**D'var Torah:** Rabbi Matuson "Of all the Holidays, perhaps Sukkot speaks most eloquently to our day and time. Ecclesiastes is the most existential writing there is and purportedly King Solomon who was rich in wisdom and material goods thought 'Everything is vanity' and ultimately the way to find meaning in life is not to have more, but being loved, being loving, and the zest of everything are daily miracles. Pay attention to the duty of the moment." Kohelet Ecclesiastic Sukkot reminds us of the importance of being in the present. "I pray this coming New Year we don't take for granted the laughter around this table and the things we do for Beth El."

**President's Message:** Charlie talked about the High Holidays and the incredibly positive feedback he got from the congregants. He thought "the Worship committee, the Rabbi, Gary, Elissa and all of you around the table did an admirable job". He mentioned that a lot of people thought "David Marco's speech was wonderful and I appreciate his efforts". He then asked for a volunteer for November 2 to represent the Board and present to B'nai Mitzvot. Rachel volunteered. (However, Ron Van ultimately presented on behalf of the board.

**Treasurer:** Gary reported on our membership update; "We had zero resignations this month. We have one new member, Alan and Hadie Kaufman, parents of Stacey Jewesek. The Board approved the Kaufmans unanimously and welcomed them warmly. This brings us to 167 members.

He then reported that the mortgage principal was \$674,000 and continues to go down thanks to the Rabbi and Board's contributions.

Gary, along with Charlie, commented that a letter will be going out to the congregation explaining our purpose to bring the mortgage down, as quickly as we can. The drafted letter was disseminated to the Board. They felt the timing to mail out to the congregation was good following David Marco's speech.

Gary then passed out the YTD Budget from July-September '19.

He pointed to areas of concern; the budget assumes 171 members and "that we also have a higher percentage of members on 'special assistance' this year". The High Holiday revenue is lower than last year, and that puts more emphasis on fundraising efforts. "As we have not had our fundraising events (Gala and Golf Tournament) this year, we hope to realize more money in the future to enhance our present budget."

The Finance committee met with a representative from Church Mutual Insurance recommended from Yammer by Neal. We are waiting for their proposal. In our walk through, we determined that we have six Torah's, and some safety issues we need to address.

Sherill asked MG if he would still coordinate with her for new member contact,

### **New Business:**

**Yom HaShoah** – Beth El will be sponsoring it for our community on a Sunday.

Sherill's father was a survivor of the Holocaust and offered a professional video of his life as an option for the program.

**AED (Automatic External Defibrillator)** – will be in the office on the wall. Charlie mentioned that we are looking at CPR training offered to the entire synagogue. There was a discussion about training us to use the AED. Charlie will look into this and get back to the Board.

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

**Ways and Means-** Sherill reported on behalf of Tracy. Gala Update –We will be having the event at the Atlantic Beach Urban Farms. We are looking into a food truck and are planning it as a different venue from the past. We will be fundraising differently than in the past. Please mark 2/29/20 on your calendar.

**Worship Committee** – Neal thanked the Board for all their support. He thought it went fairly smoothly and received mostly positive, some negative feedback. There was some discussion about whether we will bring the Cantor back next year; there will be a committee meeting next week to discuss this. Neal felt she really knew the prayers and songs and was a nice person to work with.

He thanked the Adlers who hosted the Cantor for the High Holidays. David Adler said they would be happy to do so next year.

Neal mentioned next Friday for Simcha Torah that there will be another Torah unrolling. It would be nice to have everyone from the Board join us to unroll it.

Gary asked if there could be more of a center aisle in the back of the room for the Torah. Neal responded that it is almost impossible. He suggested that we encourage everyone to come into the Sanctuary. He also mentioned that it is very difficult determining what to do when people arrive for the HH and don't have tickets, nor ID, etc. Ron Rapoport will be addressing this at the next security meeting.

Vickie suggested that we could use a "wand" for security purposes. There was much discussion about how to best handle this discreetly but safely.

**Policy & Procedure Manual-** Rachel updated that the committee will be meeting November 15<sup>th</sup> at 12 noon. Rachel invited the Worship committee to review the P & P to see if they needed updating or changes. Presently the Facilities, Finance and Security will be reviewed.

**Security** – Ron discussed that the teachers will have a way to be in communication with each other as we now have two-way radios. There are also radios for the two guards that will have the option to use another channel if need be. Ron would like to have a liaison for the school, Vickie was appointed at the meeting. The auto decals color will be changed each year. He also commented that he notices that we have many functions at night and wished to incorporate a procedure to abate potential security problems. There were ample suggestions, but Ron decided to bring it to the Security committee and then recommend it be put in their P & P.

**Sisterhood** – Vickie reported that "Sisterhood continues to be very busy. Sunday, storyteller Eva Grazel, will be coming and I highly recommend everyone come hear her. We had 40-50 people for Breakfast and it was lovely. We are asking for \$10 donations to purchase the SOAP program. It will be put into local hotels for the Florida-Georgia game. We will also host the "Cutting edge seminar on Oncology and Dementia" on 10-24. The Community Challah bake is scheduled 11/6. Our fabulous Fashion show is

scheduled for 11-14 at 6:30 p.m.” All these events are open to the community.

**Brotherhood** –David reported that we have dinner with the Rabbi and we have 16 people signed-up. Mon 11/11 we have Blue Sky Golf, and would like it to be co-ed.

**Communications** – Thanked MG that his staff assisted us in creating a mobile friendly, and it is still password protected. Havdalah is scheduled for November 9<sup>th</sup>.

**School** – Donne announced that the school is not going to ask the Board to contribute a gift card this year. They would like brand new gifts that may be in your closet to put together a nice technology basket. Also, would like things from the Dollar Store for all age kids.

December 15<sup>th</sup> is the Chanukah party. Pizza in the Sukkah was a success.

**Celebrate the Seasons-** was a lovely success. Everyone mingled, the food was excellent, good company, background music, nice décor.

As there was no further business, the meeting was adjourned at 8:01 p.m. The next meeting of the Board will be November 19th, at 7:00 p.m.

Respectfully submitted,

*Rachel Marcus-Hendry Mitchell*

Rachel Marcus-Hendry Mitchell, Secretary

# Committee Reports

COMMITTEE: Finance Committee

MTG DATE: 9/10/2019

CHAIR: Gary Herzfeld

ATTENDEES: Chip Morris, Michael Barkan, Len Elikan, Rob Fleischmann

TOPIC/S FOR DISCUSSION: Membership update, Bank accounts update, August YTD financial results, Reviewed Finance-related Bylaws & Policy/Procedures

OUTCOMES/COMMITTEE ACTION: 2 new members approved, edits needed to policy/procedure and Bylaws. Separate session to be held to work through revised Special Assistance process. Also need to research if House/Insurance Committee exists and determine who would be best to review Beth El insurance policies.

NEXT MEETING DATE: TBD – after HH

SUBMITTED FOR BOARD INFORMATION ONLY (Y/N)? N

IF NO, LIST ACTION ITEMS FOR BOARD ACTION:

1. Approve new members
2. Review financial update
3. Determine who should review insurance policies

Submit prior to the monthly board meeting to the Secretary of the Board.

COMMITTEE: COMMUNICATIONS MTG DATE: \_\_\_\_\_

CHAIR: SHERILL HERZFELD

ATTENDEES: TOPIC/S FOR DISCUSSION: ONGOING: • Improve Beth El website • Work to find ways to promote Beth El on social media • Keep digital photos current with Elissa

OUTCOMES/COMMITTEE ACTION: • Through the fabulous help of MG and his co-worker, Marissa Clark, Beth El website is now mobile ready • It is easier to read on your phone • Make sure all send their event photos to Elissa so she can maintain a digital footprint

COMMITTEE: PROGRAMMING MTG DATE: \_\_\_\_\_

CHAIR: SHERILL HERZFELD / HANNAH MOORE

ATTENDEES: COMMITTEE MEMBERS: Tris Barber, Michele Yurgin Rosenthal, June Van.

TOPIC/S FOR DISCUSSION: Which programs to add for 2020

OUTCOMES/COMMITTEE ACTION: • Havdalah Service scheduled for November 9, 2019. Weather permitting will be held at Mickler Beach. • Obtained approval from St. Johns County • Flyer created and posted on social media, in weekly bulletin and printed on round table. • Tris Barber is creating a program for the evening. • Hannah Moore is making sure we have all for the evening, ie. Candle, spice box. • Working with Ross Fishman to see if the "Souper Bowl" Soup Cook-off is doable for this January 2020. • Working with the committee on scheduling our first Bubbe's Kitchen cooking class

COMMITTEE: Education MTG DATE: 9/16/19

CHAIR: Donne Ordile

ATTENDEES: Laurie Berger, Lori Shapiro, Ilyse Green, Sherill Herzfeld, Donne Ordile

TOPIC/S FOR DISCUSSION: **Pizza in the hut was fun for all!**  
**Ready for Student Led Shabbat Nov. 1st.**  
**Ready for Eva Grazel Oct 20- board members encouraged to come!**  
**Planning Hanukkah Celebration Dec. 15.- (schools fundraiser)**

OUTCOMES/COMMITTEE ACTION:

NEXT MEETING DATE: Nov 3

SUBMITTED FOR BOARD INFORMATION ONLY (Y/N)? \_\_\_\_\_

IF NO, LIST ACTION ITEMS FOR BOARD ACTION:

**1. Want to ask board members if anyone has new items laying around the house they could donate to the fundraiser gift baskets.**

**Electronics**

**Games**

**Gift cards**

**\*\* we are not asking board members to buy anything to contribute, instead if you happen to have new items that you don't use!**

COMMITTEE: SECURITY\_\_\_\_\_MTG DATE 8/21/19

CHAIR: RON RAPAPORT ATTENDEES: C FROHMAN, R VAN, B KLAUSNER, V KENNEDY, N GOLDMAN

TOPICS FOR DISCUSSION: EVAC FLOOR PLAN MAPS, DELETION OF GREEN CARDS, PURCHASING 2 WAY RADIOS FOR SUNDAY SCHOOL , OBTAINING AN AED, ESTABLISHMENT OF A SUNDAY SCHOOL LIASON COMMITTEE TO PROVIDE THE SECURITY COMMITTEE CONSTRUCTIVE IDEAS FOR IMPROVEMENT, SCHOOL ADMIN WILL APPROVE ALL NON MEMBER GUEST REQUESTS FROM TEACHERS, STAFF AND CONGREGANTS TO OBSERVE CLASSES, CHANGE OF COLOR OF AUTO DECALS FOR SUNDAY SCHOOL EACH YEAR AND TO BE IN SOLE POSSESION OF SCHOOL ADMINISTRATOR, OFFICE MGR AND SECURITY CHAIR FOR ACCOUNTABILITY REASONS, WEEKLY BULLETIN STATEMENT TO ENSURE ALL ENTRANCES ARE SECURED DURING NON OFFICE HOURS SUCH AS NIGHLY MEETINGS, ETC (EXAMPLE ATTACHED FOR BOARD ACTION).

OUTCOMES/COMMITTEE ACTION:

TWO WAY RADIOS PROCURED , AED PROCURED, GREEN LOCKDOWN CARDS ELIMINATED

NEXT MEETING DATE: TBD

SUBMITTED FOR BOARD INFORMATION ONLY (Y/N)? N

IF NO, LIST ACTION ITEMS FOR BOARD ACTION:

1. REVIEW OF PROPOSED BULLETIN WORDING REGARDING DOOR SECURITY DURING NON OFFICE HOURS.

