

Beth El The Beaches Board of Trustees Meeting

Meeting Minutes January 16, 2020

Members Present:

Charlie Frohman, President; Sherill Herzfeld, Vice President; Tracy Aquila, Vice President; Rachel Marcus-Hendry Mitchell, Secretary; Gary Herzfeld, Treasurer; Abby Steele, Past President; Ron Rapaport, Buzzy Klausner, Ron Van, Chip Morris, Grace Belkin, Judy De Arman, Vickie Kennedy, Donne Ordile, Neal Goldman.

Rabbi Matuson was not in attendance. Elissa Feldman, Office Manager was 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 December 16, 2019 Minutes: The minutes were unanimously approved.

D'var Torah: There was no D'var Torah as Rabbi Matuson was not in attendance.

President's Message: Charlie focused on the "Legacy Initiative and explained that he sent the article in the paper to his friends and got some donations. He mentioned that "perhaps others want to do the same". He commended the last Bar Mitzvah child and reiterated that he would like more Board support to attend these B'nai Mitzvahs. He asked that all the Board to support the upcoming Gala on Feb 29th. Charlie said that "the donations toward the mortgage go immediately and directly to paying it down".

Treasurer: Gary reported that we started the month with 168 members, we went up by one and down by two; so we are presently at 167. Our new family members

Claire and Chris Beltran with two children, ages 13 and six. A motion to accept the members was made and the Board unanimously welcomed the Beltran's. The two members that resigned were Helene Gold and Michele and Stuart Rosenfeld. There was much discussion about the impact of their resignation. Sherill indicated there were three inquiries about membership this month.

Gary then passed out the financial YTD from July-December 2019. He is tracking our budget very carefully and explained that we may be "around"

\$33,000 below budget by the end of our fiscal year. He attributed this to a lower number of memberships and lower incoming donations due to the “Legacy Initiative” that may cannibalize some of the fundraising. There was much discussion about our mortgage payments made every month and if they can be reduced. The Finance Committee is looking to “recasting” the mortgage which could potentially reduce the payments by \$2,000 a month. The Finance committee is also reviewing decreasing our electrical bill. Gary asked Facilities if they obtained three quotes on the kitchen hot-water heater. Charlie reiterated that they need to get three quotes before any decision was made. There is a need for additional fundraising/decrease of expenses to be explored. Sherill asked “where do we get the money to offset our deficit?”. There was some discussion about how we proceed with this concern. Sherill and Tracy will be putting in the email blast an explanation as to where donations from the gala will be applied.

New Business:

Chavurah requests- Sherill brought up that a member wants to start a divorce Chavurah. The issue requires security, maintenance, opening and closing of the building, etc. The Board discussed this in depth and how to best meet the needs of our community in a way that we can still maintain our basic operational needs. It was decided that we can offer marketing of this program through Beth-El’s email blasts.

Archives- Chip will be responsible for archiving all our data and Board minutes, Policy & Procedures and By-Laws documents.

Nominating Committee- Annual meeting will be earlier this year, May 3rd. Abby is head of the nominating committee and will take the lead to have the correct number of members/non-members ratio. May 3rd is also the last day of Religious School. Time of the Congregational meeting to be determined.

Board Committee Reports:

Legacy/Mortgage Initiative Committee- Neal reported that when we started we were around \$790,000 and right now it is \$530,000, with all the pledges in, we are looking at \$220,000 left (within three years) to pay off the mortgage. He asked for a few hosts for home cocktail parties. He explained that the Rabbi, Legacy committee members, Board members, and congregational members will be in attendance. Our target is around 120 people. Each “party” will be no more than 20 people.

Policy & Procedures – Facilities presented changes to their P & P. The following changes were addressed and will be incorporated to reflect these changes: HO#002: Policy For Designated Key and Alarm Code Holders: **Keys and alarm codes shall from time to time, for security purposes, be changed. These changes are the responsibility of the Facilities and Security Committees in conjunction with the Office Manager.**

Also amended were #6 **Chairman of Ritual Committee** and Education Director or designee of the Religious School.

Below Note: Key and Code.....: amend to: *The list of names given to the alarm company to call in case of an emergency shall be determined by the President of the congregation, annually.*

Also incorporated is *the security system can be utilized via the phone.*
Approved by the Board 1/16/2020

HO#003; HO#004 delete *office staff to staff*; HO#005 changes were approved by the Board 1/16/2020.

Gary requested that the Facilities Committee incorporate an **HO#005** to include a vendor list of at least (three) vendors that have been vetted. The vetting includes interviewing, signed contracts, and selection of the best one applicable for the identified need. This will be brought before the next Board meeting for approval.

Education – See attached Education Committee report. They raised \$700 at the Hanukah event. March 8th is the Purim Carnival.

Communication – Sherill reported that Yom Hashoa will be hosted at Beth-El on April 19th from 3-5 p.m. She will be showing her father's video. We will be lighting candles for families, not individuals. The Rabbi will be reaching out to other religious organizations. She inquired about security and inquired about three security cars, given the increase in attendance expected.

Sisterhood – Vickie reported that they delivered to the Fire Station/Police Station 12/25. Belles continues every other month. Tu'bishvat Seder is scheduled for Feb. 9th and Sisterhood Shabbat is Feb 21st.

Brotherhood – Charlie reported on behalf of David that the next meeting is February 6th.

As there was no further business, the meeting was adjourned at 8:40 p.m. The next meeting of the Board will be February 13th, at 7:00 p.m.

Respectfully submitted,

Rachel Marcus-Hendry Mitchell

Rachel Marcus-Hendry Mitchell, Secretary

Committee Reports

Education Committee – Donne Ordile

Hanukkah event on Dec. 15th was super fun, but not well attended by the Beth El community. Raised about \$700

Planning Purim carnival for March 7th

Adult Ed. Committee – Judy De Arman

Reported on a program on January 7th--

Donna Berger presented an informative and interesting program on Deborah the Warrior Judge. The 30 people who attended were treated to an animated and engaging program which also included a lively discussion on the treatment of Jews from the time of Deborah to modern times.

COMMITTEE: Finance Committee

MTG DATE: 1/13/2020

CHAIR: Gary Herzfeld

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

TOPIC/S FOR DISCUSSION: Membership, Legacy initiative, December financials, Mortgage Recast, Long Term Repairs/Maintenance & Reserve, Insurance, Energy expense

OUTCOMES/COMMITTEE ACTION:

- 1. Agreed to proceed with Mortgage Recast**
- 2. Need update from Facilities on hot water heater replacement and lighting project sizing**
- 3. Multiple committee members meeting with Beaches Energy next week on cost reduction ideas**
- 4. Agreed to streamline annual commitment/pledge process with auto-renewal feature**

NEXT MEETING DATE: TBD

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

LIST ACTION ITEMS FOR BOARD ACTION:

- 1. New member approval**
- 2. Need update from Facilities VP and committee leader on energy reduction initiatives**
- 3. Need update from Marketing/Revenue team on fundraising**