

Minutes from board meeting March 1, 2004

**Attendance:**

Arie Behar, Gary Bergman, Bobbi Binder, Jeff Cadoff, Larry Cohen, Marc Dillman, Harvey Finkelstein, Mitch Frumkin, Cindy Gittleman, Dan Greenberg, Jerry Kaminsky, Mark Kasdin, Cyndi Kleinbart, Doris Sandrowitz, Mark Sherman, Gary Tinkel, Frank Waltzer, Gary Warner, Paul Zankel, Keith Zimmerman  
Rabbi Eligberg, Hadas Elami  
Guests: Adrienne Ross, Marc Binder, Ruth Anne Koenick

Meeting called to order at 8:00 by Arie Behar. Motion to accept the minutes from Feb. meeting, by Marc Dillman, seconded by Paul Zankel.

**President's report and EC Meeting update:**

Adrienne Ross: Convention update - largest turnout we ever had of 315 teens plus staff. Challenge for walkers and we got help from a non-congregant. Sent a thank you, that family took 4 kids. Thanked: Hadas, couldn't have happened without her. Classical Caterers went above and beyond what needed to be done, we placed an ad in The Jewish State to public ally thank them, they were extremely touched by this, Gale Dillman's idea. Adrienne requested that the board supports USY to have another convention at our synagogue in 2007, and thereafter to have one every other year. We had many people volunteer.  
Arie added that Adrienne needs to be recognized for a job well done.

Negative: custodial staff issue. Couldn't find the custodian when he was needed on Friday night and Saturday afternoon.

PIP (Passport to Israel) program: Difficult program to navigate. Believes program is not functioning the way it should and should be reviewed and revamped. Arie wants recommendations as to how to make the program work. Keith will work on this and bring it to the board.

Ruth Anne Koenick: Sisterhood issues.

1. Support of Sisterhood. Would hope that board members who are women would be Sisterhood members. And that the spouses of men on board would join Sisterhood to show support. Lack of support was clear at our fashion show. Only 3 board members were there. Missed opportunity to sell 50/50 tickets.
2. Gift giving from bima. This has been controversial from the start. People are omitting whom the gift is from, inappropriate things are said. This is how we present ourselves to the community. Something is on the website as to what should be said. If this doesn't change then Sisterhood will not be part of this gift.

Arie agreed. Someone can say something but a board member should present the gift. If the family asks that something be said it should be a board member that presents the gift. The family wants someone that the child knows to present the gift. This will then increase the amount of people speaking. It's an opportunity to teach about what the auxiliary groups do.

**President's report:** Israeli exchange program is moving ahead. On March 26th, 14 kids and 2 chaperones will be arriving, young ambassadors. Group going to Israel at end of April. Being hosted in either Israeli's homes and/or hotel. They are providing transportation for us at no charge. Arie feels that we should do the same for them when they are here and provide transportation for them for local trips. We have done this in the past. We need \$2000. Need motion to allocate this money.

A board member, who wants to remain anonymous, will be making a donation of \$400.

Motion to give \$1600 to the exchange committee to cover the cost of transportation. Seconded by Jeff Cadoff. Motion passed. Hadas asked that the board member give the check to her to make sure that credit is given for tax purposes.  
\$2500 is being raised to subsidize the trip for the kids who can't afford it.

D'var Torah by Rabbi Eligberg.

**New Business:**

Marc Binder, guest. Marc passed out a report regarding the scrip program. Arie spoke to Bobby Bergman today, who is not aware of any problems.

A volunteer is needed to implement and monitor our scrip program's cash and inventory accounting controls.

Mark Sherman: We have brought Lisa Seidman in to take over some of the responsibilities, but she can't do the entire job.

Discussion followed. We discussed as a board the need for protocols. We never had the proper people and proper training. The volume has increased and this has made the program such a problem. It is 4-5 times the volume that it was last year.

Mitch questioned who is really in charge of the scrip program.

This needs to be reconciled before 4th quarter billing goes out. Danny Greenberg feels that the office staff cannot handle this, they are already overworked. Marc Binder wants to use the big safe to put a strong box into it. Suggests that the office be given \$3000 worth of scrip that's always there which they sign off on. The Sunday committee does the same thing. Someone has to take charge of the program. Needs to be taken care of immediately.

Paul Zankel: Hakol. Deadlines are really the 15th of each month. Combining April and May issues. Flyers will be coordinated by Paul.

Danny Greenberg: Moving away from Templesoft software to Chaverware software, we are getting a good price that includes support and transferring files.

**Discussion of new building usage policy.** Board broke into groups for 30 minutes.

Arie feels that breaking out into groups may not be the best way to deal with the issues that were discussed. Many issues are interrelated. All issues should be brought back together and perhaps we will have a separate meeting. Construction will be done hopefully by July 15, 2004. Harvey Finkelstein may be able to shed some light on this as to how other synagogues have dealt with expansions. Rabbi suggested that we check out the United Synagogue website and take advantage of all their resources. Cyndi Kleinbart did this research a few years ago. She found that staff is the answer, and that those people or person is in charge of these issues, minimum of a full time staff.

**Old business:** Mark Sherman asked that people turn in their raffle tickets, we have 12 days to go. Encouraged each board member to purchase at least one ticket. \$7000 cash/checks collected, still tickets outstanding. We have 130 people attending so far, but we have names in with no checks yet. Collected a lot of artwork, need to know what to do with the leftover after the event.

**Financial secretary,** Gary Tinkel: Correction to minutes from February, there were 439 dues paying equivalents, not 430 as reflected in the minutes.  
439 now. 90 special. Dues paying equivalents are now 303, down from 306. Letters were sent out. People who have lost jobs are asked what they can afford and are reminded that it is a temporary matter and is reviewed at the next fiscal year. They then get a phone call. Gary does

not ask for W-2s or 1040s. Consider people volunteering to compensate for not paying dues or for reduced dues.

Have people called about the dues assessment? Gary said that new members have called and people on arrangements have called. Gary has been able to explain the issue.

Marc Dillman: **Treasurers report.** Marc reviewed the highlights of the report.

Danny Greenberg will report back next month as to why the ritual committee is over budget.

Between now and April 1<sup>st</sup>, Marc Dillman needs detailed information about fiscal year 2004/2005. Please get the information to Marc Dillman as soon as possible, it is a lengthy process and with the inclusion of the new building, the job will be that much more difficult. It will be difficult to budget for the new building, we will need to make up certain numbers based on what we can expect. \$80,000 has been set aside to cover utilities and maintenance base for three years. Special program expenses have not be taken into consideration with that money. Mitch asked how Jeff Schwartz is doing on the expansion campaign, Mark Kasdin will report. The mason walked away from the job and the general contractor had to hire a new mason. More work has been done over the last few days than has been done over the last few months. This didn't cost us any more money.

Mark Kasdin: Delinquencies list, there is \$40,000-\$45,000 due and not received. New campaign off to a slow start. Mark Roller hasn't been able to help, clerical help was not provided. Jeff will complete making all appointments and we can count on an inflow of money within the next thirty days. He has people going with him on these appointments.

**Good and Welfare:** Rabbi Eligberg

Speedy Recover to: Marci Abschutz's mother, Beatrice Barrack, David Kessler, broken foot, Sheryl Olitzky's father, Frankie Schwimmer, Jonathan Peters, Lori Sookerman and Linda Feinstein

Condolences to: Deborah Spigner, death of mother, Rene Grodman, death of mother, Meyer Barrack, death of son Roger, Bertha Goldsmith, death of her husband Gerry, Debbie Cohen, death of her mother Yetta Lampert, Terri Woller, death of her father

Mazel Tov to Andrew and Susan Cohen, daughter Erica's Bat Mitzvah, Bruce and Nan Kessler, son Evan's Bar Mitzvah, Mark and Judy Roller, son Brian's marriage to Kara, Nurit and Michael Brown, daughter Keren's Bat Mitzvah, Cantor Rockman and Stacey, birth of daughter Bashe.

Rabbi thanked everyone who attended trip to NY. Reminded everyone of Sons of Tikvah this Tuesday and upcoming Purim celebrations.

Larry Cohen: Chai bond has been changed to Mazel Tov Bond, which costs \$100. The info is in Hakol. Ed and Phyllis Rosen will be honored at the Israeli Bond Breakfast on May 23rd. This is a change of date.

Shechter Shabbat was this past Shabbat. Head of school Rabbi Bolton and his wife attended. Rabbi Bolton spoke Friday night and at sudah on Shabbat afternoon.

Motion to adjourn by Danny Greenberg, seconded Cyndi Kleinbart.

## REPORTS GIVEN AT BOARD MEETING

Report to the Board  
VP, Administration  
March 1, 2004

1. Hearty Mazel Tov to Bruce and Stacey Rockman and their families on the birth of Bashe. The Cantor will be taking off about a week; sincere thanks to all who are helping out with Shabbat services and daily minyans.
2. Continuing the process of forward thinking, the Board tonight will be split into five separate groups, each looking at a different aspect of the questions and problems that were presented by Cyndi Kleinbart at the last Board meeting.
3. Maintenance has become a major issue. We are simply unable to keep up with the amount of work that needs to be done given the current number of hours that we contract for. We need to consider funding at a rise in the number of hours that we have custodial staff on duty in order to meet the needs of the congregants, the school staff and children and the caterer. This will be done at budgeting time.
4. Because of the limitations inherent in TempleSoft (the software used to drive our entire 'back office') and the lack of available support, we have spent many hours researching and looking at alternatives. We are satisfied that the best option on the table is ChaverWare, which are in the process of acquiring.
5. We are aware of the problem with the pews – the fabric is loose in many places and the pews themselves are not solidly attached to the floor – and are attempting to resolve the problem as quickly as possible – the upholsterer is scheduled to be here to complete the job this week.

### **VP of Ways and Means Monthly Report** **February 23, 2004**

**Supermarket Scrip & Retail Scrip:** We have brought Lisa Siedman to help Bobbi Bergman from financial side. Bobbi will still run personnel and distribution. They are continuing to work hard. The Sisterhood is still working hard selling retail scrip. Please continue to support them by buying scrip and buy helping to sell.

**Event for next year:** The 50/50 sales are coming along very slowly and I am begging that the board and everyone else to help out to the best of their ability. The prizes will be 1<sup>st</sup> 25%, 2<sup>nd</sup> 15%, and 3<sup>rd</sup> 10%. Jeff Woller is chairing the 50/50. Please try to get myself or Jeff Woller tickets and money as soon as possible. The event committee has been working hard and one can look forward lots of fun. We have already been receiving positive responses on the event. We have been seeing a lot of new names on the list so get your tickets in quickly.

**Printer Cartridges:** We will be collecting ink jet cartridges. There is a box in the office please just drop them off. We will be placing ads in the upcoming Hakol. CBT will receive \$2.00 per cartridge.

**Car Donation:** We have set up a program to take donated cars. An ad has been placed in the upcoming Hakol. Detail to follow. We have had some interest so far. We have taken in 7 or 8 cars worth over \$2000 .

**Sisterhood Report**  
**as presented to the CBT Board of Trustees**  
**March 1, 2004**

**FUNDRAISING**

The Children's Fashion Show held Feb. 8 was a great success. Wonderful turnout. Wonderful food. Terrific models. And \$1000+ profit.

Shalach Manot (Purim box) to be distributed this Sunday, March 7. We took in orders for 230 Adult and 62 Children's boxes.

Passover Wine order forms were in your March Hakol. We offer a very large selection of kosher for Passover wines. Whether you host a seder or attend one, wine is always needed. Please support Sisterhood and buy your wines through us. **Orders must be received by March 16**, and will be available on March 30/31 for pick up. Don't let this slip through the cracks, place your order quickly.

Passover Flowers can be ordered through Fern Katronetsky. Sisterhood offers two color schemes – White and Spring. These centerpiece arrangements are lovely, fragrant and reasonably priced. Please call Fern to place your order now.

**PROGRAMMING**

On February 22, Lizette Leon of Get Organized! Was here to tell our 25 attendees how to get organized. The turnout was great and Lizette booked 5 personal appointments from those that attended.

**Upcoming Programs**

Sunday, March 21 @10:00AM – Between Us – A discussion about how the various ways we choose to observe Judaism adds meaning to our lives and how it helps to cope with the pressures and hectic pace of the 21<sup>st</sup> century lifestyle.

Sunday, March 28 @6:30PM – Movie Night – The 2001 Israeli film "Late Marriage" will be showing, a comedy and tragedy set among Israeli immigrants from the former Soviet Georgia. Join us of dinner (falafel), popcorn, and fun.

Sunday, May 16 @8:15AM - ?? – Sisterhood takes a trip to the Lower East Side Tenement Museum. Tour at 10:00AM. Lunch in the neighborhood and touring the historic district by foot.

**NOMINATING COMMITTEE**

Sisterhoods nominating committee has begun the process of filing the slate for the 2004-2005 board. Chaired by Joyce Gerbman, if you or someone you know would like to get involved with Sisterhood, please contact Joyce.

**School & Youth Vice President's Report**  
March 1, 2004

**USY**

The Mid-Winter Convention on February 6 – 8 was a huge success. We had about 310 USYers from throughout the region, plus advisors from many of the chapters. I want to thank everyone who was kind enough to help out. We are going to try to host this convention every few years in the future.

After almost three years, Steve Springer has resigned as advisor for our chapter. We are sorry to see him go, since he had some great accomplishments as our advisor. Audra Lifson will now be our chapter advisor, a promotion from assistant advisor.

Once again, USY and Kadima will be running our congregation's Purim Carnival. This year, it will be on Sunday, March 7, from starting at Noon.

### **Kadima**

Current Kadima membership to date is 47, up from 37 last year.

The Kadima Talents Show on January 29th had 16 participants. We had 3 winners, each of whom received a Blockbuster gift card. The winners were Rebecca Safeer, Aaron Bierstein, and Marc Katranetsky.

We also had Kindergarten night on February 9th, which had 12 members attend.

Upcoming events are Ice skating at Pro-Skate on February 28th in Marlboro, we'll be having a bus. The Purim carnival (with USY) is March 7<sup>th</sup>. On March 14th there will be a group swimming event with West Windsor and Highland Park.

### **College Committee**

The Purim packages have been sent to our college students, and the Passover packages are being prepared.

### **Nursery School**

The Nursery School will have its Two's Purim Party and Parade on Thursday, March 2. These will be held the next day for Pre-K and Three's. On Monday, March 8, the Nursery School will take a trip to the State Theater to see "Very Eric Carle. The Nursery School Purim Carnival will be on Wednesday, March 10.

### **Religious School**

The Sons of Tikvah Band will give a concert for our Religious School students on Sunday, March 7, at 11:00 a.m., just before the Purim Carnival.

On Sunday, March 14, the Bet Class will hold its PACT program, *G-d Talk*. The same day, the Alef Class will have a C.A.F.E. program, *Seder Plates*, with guest artist Inbar Bibring. The Gimel Class Shabbat service and dinner will be on Friday March 19. On Sunday, March 21, the Chai School will have a special program with guest artist Avi Zuckerman. The following Sunday, the Dalet and Hei classes will hold a Sephardic Seder with guest presenter, Rahel Musleah.

There will be no Religious School from Sunday, April 4 through Tuesday, April 13.

**Mitch Frumkin**

**Past President**

Monthly Report February 2004

Date of Report: February 25, 2004

### **Construction:**

Due to the delays in the project we have changed our meeting schedules with the Contractor and the Architect. The reason for this is cost savings. If we were to continue to use the Architect as previously we had, the additional cost would be approximately \$40,000. With the revised schedule, it will be approximately \$15,000. Effective immediately, the Contractor will be meeting with Mitch, Arie and Paul on a weekly basis to discuss the progress of the job. The Architect will perform periodic field inspections as

necessary. Their primary role will be to approve each month's payment requisition as well as to approve all shop drawings. They will also be involved in an "as needed" basis.

**Current Status:**

- 1) **Schedule.** Due to the winter weather as well as coordination issues with the Contractor, the anticipated completion date has been moved back to July 2004. The Contractor issues are primarily related to cash flow as well as the fact that the original mason has decided not to complete the work and a new mason has been hired. Over the last few weeks a number of meetings have taken place with the Contractor. Although we have not gotten ahead of him with payments, we have changed the payment process to protect ourselves further. Effective this month, all payments are being made directly to the subcontractors and the suppliers so that we can keep a tight watch on all moneys. This also protects us as we will know all contracts for materials and labor.

Change Orders: No additional Change Orders have been submitted other than the ones previously described.

- 2) **Payments to date**

• Total Contract Value	\$1,513,500
• Approved Change Orders	\$21,712.31
• Total Completed to Date	\$557,100.00
• <u>Retainage</u>	<u>(\$ 36,110.00)</u>
• Amount Paid to date	\$ 520,990.00

This is based upon seven payment requisitions.

**Feedback Committee**

The Feedback Committee met with the Rabbi on January 8, 2004 and the Cantor and Rabbi on February 16, 2004.

**Adult Education Committee**

Classes have started and take place every Wednesday night from 7:45 to 9:30.

**MEMBERSHIP REPORT  
MARCH 2004**

**1. B'NAI TIKVAH-WEAR**

The very first B'nai Tikvah tee shirt is being designed for our synagogue right now and will be on sale by Purim! We are excited to bring this new "sporty" way of showing synagogue spirit and unity to our B'nai Tikvah community. Look for a separate order form enclosed in the Hakol.

**2. PROSPECT LIST**

We are maintaining a very active list of families in the area who have shown interest in B'nai Tikvah and inviting them to events at the synagogue throughout the year. The membership committee is spending time calling every name to follow-up. It is important that this list continue to grow with new names. Please submit names of neighbors, friends or relatives who may have moved to the area, and may be looking for a synagogue.

**3. CHAI ANNIVERSARY SHABBAT**

There will be a Chai Anniversary Shabbat celebration for members who are celebrating 18-21 years of membership with B'nai Tikvah, scheduled for either May 15, 2004, June 26, 2004 or Aug 2004. Please keep a look out for details in the Hakol. About 35 families will be honored.

#### 4. CHAVURAH GROUPS

We are in the process of forming small Chavurah Groups in the synagogue as another way of helping our members become more connected with one another. A Chavurah is a group of "friends" that come together on a regular basis to enjoy activities promoting Jewish family life. If you are interested in becoming involved in a Chavurah group, please contact VP Membership, Cindy Gittleman. [Membership@BnaiTikvah.org](mailto:Membership@BnaiTikvah.org)

#### 5. MEMBERSHIP OPEN HOUSES

Membership is holding a "Coffee Talk" meeting for Nursery School parents to learn more about the synagogue on March 31<sup>st</sup>. This informal get together will give prospective members an opportunity to meet the Rabbi, Ann Kanarek, Hadas & synagogue members.

Membership will also publicize open house events to be scheduled in May and June using the "Friday Night Plugged In" programs. An Electrifying Kabbalat Shabbat Service.

Thank you,  
Cindy Gittleman

### **Activities VP Report**

March 2004

#### **Programming**

Nurit Brown is planning for a night of Israeli Dancing on Thursday March 11.

Next month we're bringing back "Presidents and Their First Ladies". Bill & Sue Wills will portray Theodore & Edith Roosevelt.

#### **Website/Communications**

The website is being reorganized into many smaller sections. By de-consolidating various topics, it is hoped that subjects will be easier to find and that pages will load faster for those with dial-up access.

#### **Adult Education**

Attendance at Adult-ed classes is increasing as more people find out how good it is this year. Jeff Schwartz, Arie Behar, and Dr. Azzan Yadin are to be commended for their efforts. Our next program, on genealogy, will be presented by Joel Gerbman. Helene Tinkel has put together an excellent program for late March and has asked that we publicize it as a "parent and child" event.

#### **Social Action**

Advertising is being prepared for the Passover food drive as well as getting a flier distributed to our religious school students.

Toys that were donated at our synagogue's Chanukkah party as well as the collected party items from our drive went to Homefront. The birthday parties take place during the day and it



may be difficult to get volunteers. Jodi will ask Homefront if they have these parties during the summer as we may be able to get some volunteers.

The men's clothing drive was very successful. The shelter made a couple of trips to pick up the donated clothing. Also, a check was sent for the purchase of men's undergarments.

We are trying to establish the third Saturday of the month for the residents of Buckingham Place to attend Saturday services. Residents are reluctant to go out during the winter. We decided to have 1 or 2 short activities at the residence such as Bingo, etc during the winter months.

A jar will be placed at the Scrip table for donations to the local food pantries. Once we collect enough money, we will convert it to food scrip and donate it to the food pantries.

**50 Plus  
March 2004**

On the 24th. of Feb. 50+Grn. Meeting, we had Rep. from Kislak Camp Reuben Rosenfield, who gave an extensive seminar describing the camp. (Kislak is in the Poconos.) He was well received by our members. This trip is scheduled for the 31st. of May to 4th. of June. Cost will be \$350 dollars for all. Single or double accommodations. Considering that we have half of our members present about 18 people signed up. We anticipate more. It will be door to door bus service. {Binai Tikvah originating point to the hotel.) This may prove to be an interesting trip. (We have members who were guests of Mr. Rosenfield and had many kudos about the entire set up. We are also are taking checks for an Atlantic City trip to take place March 31st. Checks must be in by the 12th. of March. We are going to the Showboat cost 20 dollars and 15 dollars return. We hope to fill the bus. Hope to see you at meeting. Doris Sandrowitz..50+.....

**Topic**

**Marketing & Programming**

**Group Members**

**Cyndi Kleinbart**  
**Gary Bergman**  
**Cindy Gittleman**  
**Jerry Kaminsky**  
**Keith Zimmerman**

Questions to Consider:

1. Define and describe potential programming opportunities that will bring in revenues and enhance and benefit CBT and the community.
2. Who should schedule the programs and be responsible for their programs?
3. How can existing office staff be better tasked to handle the growing workload?
4. How can the budget end up balanced at the end of the first year?

Topic

Religious Implications

Group Members

Mitch Frumkin  
Larry Cohen  
Harvey Finkelstein  
Naomi Jackenthal  
Gary Warner

Questions to Consider:

1. Discuss and confirm the proposed policy that it is the Board of Trustees that determines building usage that does not conflict with Halacha.  
e.g. Rabbi controls Kashruth  
Rabbi determines use on Shabbath and holydays  
Board (or reps thereof) determine all other usage

Topic

Operations

Group Members

Paul Zankel  
Jeff Cadoff  
Mark Kasdin  
Doris Sandrowitz  
Frank Waltzer

Questions to Consider:

1. Who is in charge of maintenance?
2. Who opens and closes the building?
3. How many people have keys?
4. Who will be in charge of the equipment?

Topic

Rights of Use

**Group Members**

**Danny Greenberg**  
**Janice Baer**  
**Bobbi Binder**  
**Cheryl Goldstein**  
**Harold Schneider**

**Questions to Consider:**

1. **Do non-members get equal access to the building?**
2. **Distinguish the rights of the schools versus other members to use the building.**
3. **Who resolves usage conflicts?**
4. **Do revenue-generating activities have priority?**

**Topic**

**Finance/Budget**

**Group Members**

**Arie Behar**  
**Marc Dillman**  
**Mark Sherman**  
**Gary Tinkel**

**Questions to Consider:**

1. **Who should determine usage fees for the building, and who should collect the fees?**
2. **Does the building budget have to stand on its own or will the synagogue dues cover it? For how long?**
3. **Should there be a separate entity overseeing the budget for the new side of the building, like we do now with the school?**
4. **How can the budget end up balanced at the end of the year?**
5. **Who spends the limited revenue that we have on equipment?**

Men's Club report for March :

The next Men's Club meeting is scheduled for Sunday, March 14 at 10:00AM. Along with the traditional bagels and lox breakfast we'll hear from Lisa Kent who is a Vice President of Merrill Lynch. Her specialty is "financial planning" . We expect a large turnout for this program.

We do plan to enter a softball team in the Sunday League. If interested in playing, please contact Mark Kirsch@comcast.net. You must be a paid up Men's Club member (\$36.00) in order to be considered as a member of the team.

The "Yellow Candles" have arrived. As indicated earlier, we did combine our order with other congregations in order to achieve a maximum purchase discount. Mailings will take place in March to all congregation members. The event is being chaired by Dr. Arthur Cederbaum and Andy Ross.

Men's Club plans to aid in the cooking and sale of food for the annual Purim Carnival slated for March 7.

Our President, Ed Birch is in the process of finalizing arrangements for an "on air" sports talk personality to address our May meeting. Watch for details on this event !