

## B'nei Tikvah Board Meeting

Minutes: July 6, 2000

Meeting called to order at 8:00 p.m. by M. Frumkin.

### Attendees:

A. Behar, M. Dillman, M. Frumkin, M. Kasdin, J. Marcou, K. Riemann, A. Ross, H. Schneider, B. Shapiro, J. Baer, G. Bergman, S. Berk, J. Kaminsky, R. Harkov, G. Edley, G. Tinkel, K. Zimmerman, L. Marx, J. Scheuer, Rabbi Eligberg, N. Hadas Elami, Cantor Sared-Lever

M. Frumkin opened the meeting and welcomed everyone to the 2000-2001 Board. Prior to starting the formal meeting, Mitch asked everyone to introduce themselves.

Mitch referred to binders that were put together for all board members in addition to mailings that went out earlier in the week. It is the intention that the week before each board meeting, a packet will be mailed with minutes and each vice-president's reports. It is hoped that this process will enable meetings to complete on time.

Some of the elements included in the binder are the following:

- Synagogue By-Laws.
- List of phone numbers/e-mail for all board members
- Trustee assignments by vice-president
- "Bimah attendance list"
- Basic parliamentary procedure was also distributed.

Motion to approve minutes of June board meeting (H. Schneider, 2<sup>nd</sup> G. Tinkel). *Approved.*

### Non-Board Guests:

Rabbi Eric Lankin (Exec. Director, NJ Region, United Synagogue)

### D'Var Torah: Rabbi Eligberg

Story:

This month's D'var Torah is the story of an aerialist. His act was to walk across an "impressive space" pushing a wheelbarrow. Notices would be posted in the towns and a nominal fee was charged to observe this feat. Although it was not always clear he would accomplish his task, he does and is greeted by a huge crowd. The crowd would ask him to do it again. After gaining confirmation and belief from individuals that he could do it again, he asks someone to get in the wheelbarrow. Ultimately, it is a matter of trust – do you believe the wheelbarrow will make it safely across the ravine.

As members of the board, all of us have to be willing to get in the wheelbarrow and trust that the people guiding it will stay on track. It is up to us working together to insure that the wheelbarrow gets across the rope safely.

### Non-Board Guest Comments: Rabbi Lankin

Central NJ region represents 65 synagogues and 9 Schechter Schools from Tom's River North to NY border. This region is the 2<sup>nd</sup> Largest (population). Dr. Lankin has visited 50 of 65 synagogues.

Rabbi Lankin provided United Synagogue Resources. Recommended this information be placed in Section 10 in binders.

- Services of United Synagogue (including USY, Kadima, schools, Hazak etc). Further information available on the web site ([www.uscj.org/njersey](http://www.uscj.org/njersey))
- Book service
  - Chumash is coming out 2001; encouraging taking advantage of prepublication prices
- Sulam Challenge – for synagogue vice-presidents; being held at Newark Airport (March)
  - Recommend sending at least one of VPs (Thursday through Sunday) – cost \$450
- Imun program
  - 8 days of Ritual training for lay leadership
- Fuchsberg Center
  - Center for Conservative/Masorti movement in Israel
- Comments/Questions:

- Any questions: call Rabbi Lankin directly (908/92-USCJ) or, via e-mail , [lankin@uscj.org](mailto:lankin@uscj.org)
- Each synagogue is represented on Regional Board.
- Sunday, November 12 is Regional meeting – all will be invited to attend

Dr. Lankin then provided some leadership training. He began by reviewing notes from the text, “Ten Basic Responsibilities of Nonprofit Boards”. (Text was provided at the meeting)

- Mission Statement: Decisions should be viewed through the prism of the mission statement.
- Select Chief Executive: Important to define roles. Best way to define roles is open and constant communication to insure there is open discussion relative to synagogue roles with unclear boundaries amongst jobs.
- Supporting the Chief Executive and Assess His or Her Performance: As board members, have an obligation to be “eyes and ears” of the congregation. You also need to insure you are providing “constructive” feedback (usually the responsibility of a committee or individual appointed by the Board).
- Insure Effective Organizational Planning: Important to participate in ALL programs to make the right decisions
- Ensure Adequate Resources: Fund-raising goals must be considered a goal of the whole board. Every single member of the board MUST give a MEANINGFUL gift every year. The synagogue has to be an important priority of your annual giving.
- Manage Resources Effectively
- Enhancing the Organization's Public Standing: You are the ambassadors of the organization
- Ensure Legal and Ethical Integrity and Maintain Accountability: Annual audit of our synagogue books by a non-member
- Recruit and orient new board members: Mentor new board members. Don't let anyone fall through the “cracks”. The board should assess how they are doing as a board. Keep evaluating how you are doing as a board to enhance your effectiveness.

Rabbi Lankin also reviewed the expectation statement by “Jewish criteria”.

#### **Old Business:**

No old business.

#### **New Business:**

##### *Expansion Update:*

- Development Consultants (DCI) have been on premises since Memorial Day. Youth lounge is campaign office. There is also a part-time secretary (20 hours per week).
- First 3-4 weeks have been organizational in recruiting the key people.
  - Jeff and Marcia, Mark and Judy are chair. Sidney Nevins is Honorary Chair. Meetings of Publicity committee (brochure and newsletter as well as “thermometer”).
  - Recognition committee established naming opportunities
- DCI established that we could raise \$700,000. Goal of 1 million is being set.
- Opening session on solicitor training was held July 5<sup>th</sup>. Lists are being developed and assessing potential level of giving. Every member will be contacted.
- August meeting should provide a “point in time” pledges. 90% of funds are raised from 10%.

##### **Questions:**

- Why over 5 rather than 7 to 10 years? Construction loan.
- Has solicitation begun yet? NO.
- Recognition naming does not include items previously dedicated.
- Since campaign is 12-16 weeks. Will we have numbers 9 weeks into 12 weeks campaign? Depends on the kick-off date for solicitations.
  - Conservatively, we are at \$300,000 from commitment of leadership.

#### **Reports:**

##### *Financial Secretary (Gary Tinkel)*

Review of books and determining members/non-members. 445 members (+15 from last year). DPE is 302 (which is also above budget estimate of 295). Reviewing with administrator those members behind in dues. As of last week, dropped 9 families due to dues lapsing. Seven additional families may be dropped.

We have 85 families on forgiveness. This is about average from past experience. Forgiveness is anyone paying less than scheduled dues. Next month, the majority of families on forgiveness will be reviewed (as appropriate). G. Tinkel would like to discuss with the executive board some ideas on fund-raising, linkage of Hebrew School registration

materials and dues, etc.

*Treasurer (Marc Dillman)*

Completing our fiscal year. Currently have taken in ~\$870 and spent ~\$830. We will be close to forecasted amount when we prepared the budget. Currently have \$218 in cash accounts and \$162 in designated funds and/or liabilities to the congregation. Next month, a more complete report will be available.

*VP Admin (A. Behar)*

- Change keys in building. Monday (July 10) the keys will be changed. Whoever needs a key to contact Hadas.
- Changing the passcode for the alarm as well for board/executive committee.
- Question:
  - Claim on safe? Information at next meeting.

*VP Activities (B. Shapiro)*

See written report. No questions.

*VP School and Youth (K. Riemann)*

- Nursery school is at 70
- Religious school enrollment is ~225
- Camp enrollment is ~17 but this is underestimated due to late registrants
- Still looking for Kadima advisor
  - Call into Michelle Rich to gain insights on where to look
  - Recommended to consider placing advertisement at Bildner Center at Rutger's

*VP Ways and Means (J. Marcou)*

- New fundraiser: "non grocery-store" scrip program, will be launched in August. There are numerous major retailers that give back a percentage. We will test the program via a broker although it is hoped that once we identify the most common retailers (and seed money is gathered) we will move forward on our own.
- Letter regarding Casino Night went out in packet sent by Mitch. Please disregard.

*Sisterhood (L. Marx):*

No report

*Men's Club (G. Edley)*

No report

*Fifty Plus (J. Scheurer)*

No report

*Chazan's Report*

No report

*Administrator's Report*

No report

*Rabbi's Report*

No good and welfare

*Cheer and Sorrow:*

Alan Katronetsky recovering heart attack

Jeff Cohen recovering from disc surgery

Jerry Silver (lost father)

Providing each board member with a check to begin a partnership. Reminded board members that what we do is "mitzvah work" and, to that end, would like to establish a partnership and mission of mitzvah. Each board member was provided a check from Rabbi's Tzedakah fund to assign to tzedakah of choice and begin our partnership.

*President's Report*

Basic training for Bimah sitting, etc. will be on July 16 at 10:00 a.m.

Motion to adjourn G. Edley 10:00. K. Riemann 2<sup>nd</sup>. PASSED.

Next board **MEETING is Monday, August 7**. Executive committee meets one-week prior (July 31) so please let anyone know of agenda items.