

**Minutes from Board of Directors Meeting
Congregation B'nai Tikvah
December 6, 2004**

Meeting called to order at 8pm by president Arie Behar.

In attendance: Janice Baer, Arie Behar, Gary Bergman, Bobbi Binder, Jeff Cadoff, Larry Cohen, Marc Dillman, Harvey Finkelstein, Mitch Frumkin, Al Garten, Cindy Gittleman, Jerry Kaminsky, Mark Kasdin, Ruth Anne Koenick, Allison Nagelberg, Harold Schneider, Frank Waltzer, Gary Warner, Paul Zankel

Rabbi Eligberg, Cantor Rockman, Hadas Elami

Guest: Allen Kane

EC Meeting met with the accountants who audited our books and Arie will present a report with new business.

Motion to approved minutes from Nov. meeting

In favor 8, opposed 0, abstain 0

Motion passes

D'var Torah by Rabbi Eligberg

President's report: Arie will not be here for next meeting, Mitch will conduct the meeting.

New business:

Alan Kane made presentation on behalf of Israel Exchange program. He would like to formalize the record keeping that we have been keeping for the Israeli exchange program. 18 members last year donated \$6,400 to support this program. This year we have a surplus from last year that carried over approx. \$800 and Alan would like to make sure that we don't lose track of this money.

Motion by Mitch Frumkin:

Where as Congregation B'nai Tikvah has sponsored in the past and desires to sponsor in the future, a Youth Exchange Program with a community in the State of Israel, and Where as members of the Congregation have contributed money specifically for such purpose, and Where as the Board of Directors has from time to time allocated funds on an ad-hoc basis, Resolved that the Congregation shall establish a fund entitled "B'nai Tikvah Israel Youth Exchange Program (BTIYEP) which shall be accounted for as a Balance Sheet line item

Seconded by Janice Baer.

This fund can be created without changing the constitution.

Vote: in favor 13, against 0, abstain 1

Motion passes.

Arie passed a letter around from Edward Guttenplan, CPA, from Wilkin & Guttenplan, P.C.

Discussion about consolidating the bookkeeping records at BT, which will combine Hadas' responsibilities, as well as Marc Dillman's. Questions regarding whether Men's club and Sisterhood should fall under this also.

Dillman: We will need to look at those areas that need the most attention and then move from there. Areas that need the most help will get it first.

Hadas and Danny have interviewed someone for the position. Marc Dillman still needs to meet with her. Arie's hope that this person will be in place by next August.

Expansion update by Mitch Frumkin. Mitch went into great detail about the many problems associated with the construction project. Explained how one thing that needs to get done is offset by something else that needs to get done. Everything is interrelated.

Kasdin questioned why Men's club didn't get the opportunity to help paint even though they offered. Mitch explained that we needed to keep the job moving and that there were too many logistics involved to have volunteers do the job. Mitch extended his apologies for not contacting Men's Club.

Kasdin questioned the new campaign. Arie update: \$86,000 has been raised in the additional campaign to date. There are still people meeting with congregants. Letters were sent to 13 congregants by Mitch's team, none of them were interested. Arie's team also did not get much response. Most of the \$86,000 is coming from 8 or 9 people. Jeff Schwartz still believes that we can get to \$250,000. Pairs are Arie and Neal Gittleman, Mitch and Art Baer, John Wolf and Andy Ross, Keith Zimmerman and Mark Sherman, Jeff Schwartz and Mark Roller.

Arie explained that we thought that we were making the right decisions at the beginning by choosing Grant Construction and the architect. It wasn't until we were into the project that the problems became evident.

Jeff Cadoff thanked Mitch and Arie for being so upfront about what's going on.

Financial Secretary: Kasdin. 449 total member families. 299 FDPE. 85 on special arrangements (20% of families). One family resigned in October and asked for a refund on a prorated basis. Kasdin believes that they should not receive a refund; we have no provision for that. Over 70 members that owe first quarter dues. A number have children in the religious school and they should not be in religious school after the break. Once a member has paid a quarter they are considered a member in good standing. We do not require that a new member make a commitment for one year. Dillman feels that historically, when someone signs on it is for one year. The constitution states that they are billed until the day they resign, not for one year.

Arie wanted to know how many people who were taken off special arrangement and are still on. Some of those people left the synagogue; some are now on full dues. Most are still on financial arrangements.

Harvey wanted clarification of yearly membership as well as what constitutes members being on special arrangement. Arie suggested that Harvey discuss that with the VP's and bring a motion back to the board.

Kasdin: Still a number of people very behind in their expansion pledges. This needs to be addressed. Arie feels that many people wait until Dec. 31 to make that payment and that people should be contacted after the first of the year. Gary Bergman feels that people need to get notification in Dec. Hadas clarified that this occurs in December.

Treasurer's report: Dillman - Report was distributed. Marc highlighted specific numbers on his report. We will still need to look at ways to refinance.

Dillman handed out the food scrip report as of July, 2004.

The report shows that we are behind by \$1,155. Net profit is \$2,947 because of the loss. There is still a control problem, we have loss either cash or scrip.

Arie wants to review the program for next year so that it becomes a true fundraising program instead of giving money back to the members. The profit represents 60% of the fundraising budget. Gary Bergman reminded us that the credit was given to offset the dues increase, but this won't be necessary in the future.

Kasdin questioned the cash flow problem, Dillman said that the money was not available and that we couldn't take it from other funds.

In the past we made \$5,000 with scrip as a fundraiser. It is now too much work for not much money being made.

Zankel reminded us that the bookkeeper should not be able to disburse checks without the proper authorization and controls.

Questions on VP reports:

To Harold, how does enrollment stand in nursery school?

Have any plans been made for a summer program?

Harold: Definitely planning a summer program. He needs help and will be calling people who have worked in the past on this.

Enrollment is a little less, we are short one teacher. We should come in close to budget.

Comment on Mark Sherman's report: The event to honor the Frumkins has been cancelled; it will be changed to be something else. Possibility to be a dedication of the expansion. Gary Warner has assumed responsibility of the event. March 12 is still set. Want to celebrate the opening of the new wing. Make it all encompassing to all groups of the synagogue. Gary will be looking for help. The line item is larger than the amount that was raised from last year's fundraiser. Gary will be having an ad journal for this event. Kasdin is concerned that if the price is too high, members won't attend.

Rabbi pointed out that we are in the silver anniversary year of our congregation and this would be an event that we can use instead of trying to connect it to the new building, which will not be ready. At that point we can have plans set for the opening of the new building which will have events going on all day.

Auxiliary Groups:

Men's' Club: Big group attended the Federation dinner, Joe Grodman was honored.

Sisterhood: Ruth Anne: 80 women attended the paid up membership dinner on November 30th. There was not the usual entertainment; instead, the women did a mitzvah project, which benefited the children of Women Aware. Feedback was wonderful. Planning trip to JTS on December 19, we are still very short on the amount of people needed to cover the cost of the bus. Last issue: the women on our synagogue board should join Sisterhood; the men should encourage their spouses to join.

Janice Baer: Social action is sponsoring 12 families for the holidays.

Reminder that there is a congregational meeting next Monday.

Good and Welfare: - Rabbi Eligberg:

Speedy Recovery to:

Seymour Dansky who is at home following by pass surgery and complications; Harold Deiches; Phyllis Edley who will be having hip replacement surgery later this month; Harriet Greenfield, Libby Marx's mother; Martin Zweig

Condolences to:

Amy Smith on the death of her father.

Mazel Tov:

Cathy and Edward Davis on their son Zachary's Bar Mitzvah; Marvin and Carol Eisenberg on the marriage of their son David to Melanie Premisler, Fred and Debra Goldsmith on their son Gary's Bar Mitzvah; Arnie and Joan Gottfried on their daughter Lindsay's Bat Mitzvah; Bill and Joyce Halpern on their daughter Arielle's Bat Mitzvah; Mark and Judy Roller and Anita Roller on the naming of their granddaughter and great grand daughter Emily Virginia Roller; Alan and Wendi Chinich on their son Justin's Bar Mitzvah.

Motion to adjourn Frank Waltzer. Seconded by Paul Zankel.

Board went into closed session.

VP of Ways and Means Monthly Report

Supermarket Scrip & Retail Scrip: Revenues ending 11/04 is \$62,120.00 and profit where about \$1,686.37 to synagogue. The synagogue was with out Shop-Rite scrip for three weeks . This was related to cash flow and that Shop-Rite changed to plastic cards. The cards will be good news going forward. There will be a flyer ever month in the Hakol to let people sign off on not taking the credit for dues. Mark Dillman will be reporting on the reconciliation from year ending 7/31/04.

The Event: Do to personal reason Mitch and Arlene Frumkin has asked not to be honored this year. I have asked Gary Warner to head up our fund raiser which will still take place on March 12, 2005. The theme is being discussed but looks like "COMMUNITY/EXPANSION". We will probably have continued over till Sunday in the new building

Printer Cartridges: We are collecting ink jet cartridges. There is a box in the office please just drop them off. We have sent in a box and are sitting on several new boxes to be sent out. CBT will receive \$2.00 per cartridge. We have received several hundred dollars so please keep on bringing in the cartridges.

Car Donation: We have a program to take car donations. An ad has been placed in the upcoming Hakol. We have had some interest so far. We have placed an ad in the Jewish paper and will run for a year. Please let me know what you think of the ad. We have received about 5 donations over the last month or so. There has been a change in the tax ruling on car donation that should not impact our revenues.

Entertainment books: We have started selling books. We have in stock Middlesex Mercer, and Monmouth counties. They sell for \$30.00. We can order any other book on special order. Last years books have just expired; therefore the interest in the new ones have started picking up. We have sold about 85 books. Please continue to support this cause. Barry Safeer say we are on tract to sell about 110 books. Remember you need to buy them by December 31,2004.

Mitch Frumkin

Past President

Monthly Report November 2004

Date of Report: December 3, 2004

Construction:

In order to give a better idea of how the construction has been proceeding I have prepared the following list of the primary contractors and their percentage complete along with a commentary regarding the project schedule and any anticipated extras. Also presented is a list of work still not under contract.

Current Status of budgeted items:

1. Masonry	90%
2. HVAC	75%
3. Electrical	80%
4. Plumbing	50%

5. Windows and Exterior Doors	100%	
6. Fire Protection System	70%	
7. EIFS (stucco exterior)	90%	
8. Steel studs and drywall	90%	
9. Miscellaneous iron work	90%	
10. Ceilings	40%	
11. Bathroom partitions	0%	on order, 4 week lead time
12. Flooring (except MP room)	0%	no contract, 3 bids
13. MP room flooring	0%	
14. Painting	50%	
15. MP Room door	0%	
16. Classroom accordion door	20%	
17. Barrier free lift	0%	
18. Gas line	0%	no contract, 1 bid
19. Basketball hoops	100%	

A few anticipated extras which were not budgeted by Grant:

1. Acoustic partition above multi purpose room ceiling at door.

A few anticipated extras due to other reasons;

2. Installation of masonry walls at MP room diving doors.

As far as the schedule goes, completing the interior steel stud work and drywall is almost complete and has been taped, spackled and is in the process of being painted. The interior doors have been installed in most places and are in the process of being stained.. The plumbing rough in is completed.. The remaining EIFS (stucco) work is complete except for the area at the back of the multi purpose room as we await installation of a steel beam at the lower part of the wall. This has been promised for the next week or so. The track for the accordion door in the classroom area has been installed. The railings and ladders on the roof have been installed along with the steel stairs to the stage.

We are continuing the legal process against the original contractor.

Feedback Committee

The committee is in the process of developing a "mission Statement" for its operation to be presented to the Board for approval. Any BOT members who have suggestions should forward them to Mark Roller.

MEMBERSHIP REPORT

1. WELCOMED MEMBERS:

We have welcomed 24 families to B'nai Tikvah since January 2004.

2. DUES STRUCTURE:

The membership dues structure is being reexamined by a small membership committee. A proposal will be presented to the board hopefully in the spring to be considered. Nothing will go into effect before Jan. 2006

3. TEE SHIRTS:

B'nai Tikvah wear was well received this year and will continue to be sold. New smaller children sizes will be sold during the fall.

4. PROSPECT LIST:

Membership keeps and active up-to-date list of prospective members who have shown an interest in B'nai Tikvah. For a copy of this list to invite to a synagogue event, please contact Cindy Gittleman.

5. COMMITTEE MEMBERS:

The membership committee has welcomed 3 new members this year. Anyone interested in helping on the committee, please do not be shy! Contact VP Membership, Cindy Gittleman

THANK YOU,
CINDY GITTLEMAN

School and Youth Vice-President's Report

Kadima

On November 20, we had over 165 Kadima members throughout NJ, as well as 32 of our chapter members, attend the Kadima Regional Dance at B'nai Tikvah. \$665 was raised to donate to the Kadima charity, Yad B'Yad. On December 14, Kadima will be helping with the set up and cleaning for our congregation's Chanukah Party.

USY

The Membership Dance is December 11th in Ocean. USYers will also be helping out at the congregation Chanukah Party on December 14. Melissa Feldman is the new USY Freshman rep. Our USY advisor Audra has an opportunity for children who want to devote a few hours a week to community service.

College Committee

On November 30th, over 40 packages were sent out to College students, Increase of 11 packages from last year.

Nursery School

Our Nursery School will be celebrating its 30th anniversary in January! There will be a Holiday Party for pre-K and three's on Wednesday, December 8th, and for two's and Toddler Fun Club on Thursday, December 9th. Mommy and Me registration for the class starting in January will begin on Monday, December 13th. An enrichment program, Rhymes & Rainbows, will begin in January for students in the two-and-half year old class.

Religious School

On Sunday, December 12, there will be a special Chanukah program with Cowboy Roy, with magic, music, and puppets. The program is for children in Kindergarten through Gimel.

The Religious School's annual Wall of Flame fundraiser is in progress.