

Temple Sinai Board of Trustees Committee Meeting
Tuesday, July 28, 2020
6:30 P.M.

Bob Steine	X	Sandy Korn	X	Kathy Zeiger	X
Vicki Goldman	X	Jeff Lavenhar	X	Stephanie Podolak	X
Fred Leviton		Larry Polman		Lisa Meer Weiss	X
Stephen Weinstein	X	David Solomon		Lauren Kimball	X
Larry Jacobson	X				
Bruce Tully	X				
David Eisner	X				
Rabbi R. Rheins	X	Greg Kellner	X	Melissa Maahs	X
Rabbi J. Callman	X	Ron Leff	X		
Lisa Thorner	X	Lauren Bubis	X		
Shelia Purdin	X	Ron Leff	X		

- I. Call to Order & Establishment of Quorum
- II. D’var Torah
- III. Approval of Minutes
 - a. N/A, last meeting was the annual meeting
- IV. Old Business
 - a. FEMA Homeland Security Grant (Perimeter fencing)
 - i. The Grant was completed, we have received a \$100K grant. Larry will continue to lead this effort.
 - ii. We have three years to complete the work
 - iii. We will not be going for the crash rated system due to cost, but we’ll be upgrading for that level of security
 1. We’ll cover the entirety of the perimeter including a gate on Glencoe
 - iv.
 - b. Online Survey
 - i. 240 responses
 - ii. General discussion about the results
 - c. Update High Holidays
 - i. Rabbi and staff are making strong progress and are in contact with Linda Leonard and Leah Hamilton as lead soloist
 - ii. Rabbi Callman and Dan Yolles will lead an alternative service
 1. This will not have congregational members, much more designed of on-line viewing
 - iii. Capacity will be determined closer to the holiday based on CDC and State guidelines
 - iv. We will have some recorded material, but not during the actual services
 - v. There will be a push for members to purchase HH prayer books
 - vi. Congregational updates – the schedule will likely be finalized the week of 8/3

- vii. We need to determine how we'll determine "who" can come to HH services.
 - 1. Can we use a lottery? First come, first serve?
 - 2. Current goal guidance is 150
 - 3. We can't monetize the viewing, but we can ask for some contact information, we should provide a password for access
 - a. This could be a marketing activity
 - viii. Will there be a food drive? Yes, how it'll work is tbd
 - ix. Will we have a Board Presence?
 - 1. Likely as greeters
 - a. Enforcement of masks and temperature checks and security
 - d. Human Resources Manual
 - i. Steve Weinstein is asking for final approval from the board. Once approved the final polish will be done (e.g. table of contents).
 - ii. The full board should review and approve for the August meeting
 - iii. A question came up about the term "management" starting on p. 6 needs to be defined
 - iv. Need to define a potential transition from Paycom to a PEO (if applicable)
- V. Staff Reports
 - a. Executive Director
 - i. The dues to URJ was reduced to \$25K from \$68K
 - b. Clergy
 - c. Programming
 - i. Report is in the board packet
 - d. Preschool
 - i. Travel policy and quarantine for domestic travel
 - ii. We need to define the policy for the preschool, including paying during quarantine.
 - 1. Shelia needs to have the addendum reviewed
 - 2. Shelia will resend the addendum
 - iii. We need a closure policy
 - 1. One case, close for 24 hours
 - 2. Two cases, close for two weeks
 - 3. What do we do with tuition if we close for more than two weeks?
 - iv. Policy – if you don't go to a hot spot, 10 day quarantine, if "hot spot" then it's a 14 day quarantine. These are for flights, driving may be different
 - 1. What is the compensation rules: up to 10 days?
 - v. No final decision was made
 - vi. Current enrollment for fall is 110+, though that number is flexible based on constantly changing parental decisions
 - e. Religious School
 - i. Registration is open, there is pushback that families want in-person vs on-line only
- VI. Committee Reports
 - a. Financial Report
 - i. Budget Update
 - ii. All updates were provided to the Board
 - iii. Will need to develop a policy for removal of non-paying members

- b. Motion : From the Richard Goldstein endowment, we move from 5% to 5.65% for distribution per annum terms of agreement
 - i. 2nd; David Eisner
 - ii. Discussion : none
 - iii. Status: Approved, unanimous
- c. Greg and Vicki sat in on a seminar that may provide additional financial opportunities
- d. An overview of current status of the deficit given the changing numbers in preschool enrollment

VII. New Business

- a. Committee Assignments
 - i. Bob is asking for all board members to sign up for committees, if you don't request one, you will be assigned to a committee
 - ii.
- b. COVID Policies – Catering, Quarantines, Building Use.
 - i. There is a question about having food served in the building (b'nai mitzvah)
 - 1. This would be a plated option, approx. 50 people max
 - 2. Is a compromise the box lunch event? Yes
 - 3. Consensus is box lunch style is approved. We need to limit the number of people that come into the building
 - ii. Food truck
 - 1. We need to make sure that all local health directive

VIII. Executive Session

ZOOM INFORMATION: Please download and import the following iCalendar (.ics) files to your calendar system.
 Monthly: <https://zoom.us/j/93359967802>
 mFR0wqA4_4XfPwpmZHjbdckzyjCjZhTCSke7ZWIKEvO_2H

Join Zoom Meeting: https://zoom.us/j/93359967802	Dial by your location
Meeting ID: 933 5996 7802	+1 669 900 6833 US (San Jose)
Passcode: 071173	+1 253 215 8782 US (Tacoma)
One tap mobile: +16699006833,,93359967802# US (San Jose)	+1 346 248 7799 US (Houston) +1 929 436 2866 US (New York)
+12532158782,,93359967802# US (Tacoma)	+1 301 715 8592 US (Germantown) +1 312 626 6799 US (Chicago)

Standing Board Committees

a. The Executive Committee

The Executive Committee shall be a committee of the Officers and shall be responsible for the matters described in Article IV. B. 2 of the Bylaws and for such other matters as the President shall determine, including but not limited to, being responsible for preparation of agendas, guidance on management and personnel matters and oversight of all financial matters, policy issues, and daily operations of the Temple.

b. Religious School Committee

The Religious School Committee shall coordinate with and provide advice and support to the Director of Religious School Education and any other Senior Staff member having responsibilities for the Religious School, and shall report to a designated Vice President.

c. Preschool Committee

The Preschool Committee shall coordinate with and provide advice and support to the Director of the Preschool program and any other Senior Staff member having responsibilities for the Preschool program, and shall report to a designated Vice President.

d. Lifelong Jewish Learning Committee

The Lifelong Jewish Learning Committee shall be responsible for the development and oversight of Temple Sinai's adult education program.

e. Finance and Audit Committee

The Finance and Audit Committee, in coordination with the Executive Director and the Treasurer, and Controller, if any, shall prepare an annual operating budget for Board approval, shall prepare periodic financial forecasts and shall make recommendations pertaining to the investment of Temple Sinai's funds, assist and review the annual audit, and make recommendations regarding same.

f. Building Committee

The Building Committee shall be responsible for the operation, maintenance, and repair of Temple Sinai buildings and properties and shall recommend for approval by the Board any substantial maintenance and/or repairs which should be made. The Building Committee shall have a Reserve Study prepared at least every five (5) years.

g. Nominating Committee

The Nominating Committee shall be responsible for evaluating and presenting a slate of nominees for Officers and Trustees to the Congregation for election as provided in Article V. C. of the Bylaws.

h. Personnel Committee

The Personnel Committee, working with the Executive Director, shall be responsible for dealing with staff concerns. The Personnel Committee shall function within the guidelines of the Employee Handbook.

i. Youth Engagement Committee

The Youth Engagement Committee shall be responsible for addressing the social, educational, spiritual, and religious needs of our youth. The committee will support youth culture by promoting and providing for youth involvement throughout Temple Sinai.

j. Encore Committee

The Encore Committee shall work to develop programs designed to appeal to a diverse audience of active, involved adults 60 years old and over.

k. Ritual Committee

The Ritual Committee will work with the Synagogue's clergy to meet the ritual needs of congregants.

l. Safety and Security Committee.

The Safety and Security Committee will work to balance the safety and security of Temple Sinai congregants, students, staff, clergy and guests while maintaining an open and welcoming environment.

m. Fundraising and Development Committee.

The Fundraising and Development Committee will work with the Director of Program and Volunteer Development to evaluate and recommend to the Board for their approval, and, where appropriate, carry out fundraising activities that would complement the annual dues and compensation for services rendered and rentals.

B. Other Committees

Other standing or ad hoc committees may be established by the Board and the President respectively and will be listed and made available once a year.

The Leadership Committee was created last year and it will continue this year. The Leadership Committee is an opportunity to develop future Temple Sinai leaders to participate in committees, the Board, and the Community.

Adult Education

Provides programming for adults interested in Judaic education.

Archive

Dedicated to preserving our history, this committee organizes, preserves and collects photos and historical information,

Brotherhood

Provides opportunities for men from Temple Sinai to come together for a variety of activities throughout the year. Promotes fellowship among members and actively serves the Temple Sinai community. Main mission is to foster and support religious, social, educational and humanitarian causes, and to raise funds for youth programs and for the Sinai community.

Caring Committee

The Temple Sinai Caring Community works together to reach out to our congregants in their moments of need and celebration.

CHAI

Diverse, self-directed, social activities for Temple Sinai adults – singles and couples

Connectivity

Works to create a belonging and embracing culture where members are friendly and spiritually connected

Cultural Arts

Plans cultural Arts events such as speakers and concerts

Fundraising/Development

Development of congregational fund raising projects

Library

Establishes best means to preserve and collect resource materials and plans library activities

Sisterhood

Sisterhood is an auxiliary of Temple Sinai that is made up of female members with a varied group of

ages, backgrounds and family orientation. We come together in friendship for unique programs, social activities, educational study, and support within a spiritual arena; all that benefits our congregation, community and most importantly, the growth of an individual so that each may find an opportunity to fulfill her potential as a person and as a Jewish woman. For more information, please contact the Temple office at (303) 759-1827.

Social Action

Implementation and publicity of programs that will encourage involvement in human welfare issues.

Ushering

Ushering for Shabbat Services, High Holy Day Services, and large events.

Volunteer Choir

Provides choral music for selected services, such as High Holy Day services.