

## Temple Sinai Board of Trustees Meeting Notes

**Meeting- 11/28/23**

Attendees	Present	Attendees	Present	Attendees	Present
Stephanie Podolak	X	David Appel		Alison Magno	X
Dave Eisner	X	Janette Amayo	X	Rachel Narcissi	X
Jonathan Falk		Paulette Brody		Terri Tilliss	
Anna Kaminsky	X	Rob Eber	X	Lis Meer Weiss	X
Ana Koser	X	Gil Gerstein	X	Eddie Yenkinson	X
Marshall Tobin	X	Jean Guthery	X		
Kathy Zeiger	X	Rebecca Hea	X		
Rabbi R. Rheins	X	Lisa Thorner	X	Doni Kaye	X
Rabbi M. Shields	X	Lauren Kimball	X	Sheila Purdin	
Ruthie Lipshulch	X				

6:00 p.m.-7:45 p.m.

- I. D'Var Torah: Rabbi Rheins/Rabbi Shields
- II. New Business
  - A. New Telephone System: Review of Bids, Costs, and Recommendation: Presentation by Josh Beram with KCG (Ana Koser)
    1. We use an NEC system which can be updated and reprogrammed
      - a) It will allow for multiple modes: Press 1 for... , etc.
      - b) We need some hardware updates: headsets, touch screens, etc.  
Headsets: \$400, receivers:\$25, entire phone replacement approximately: \$250, Star phone for a conference room is approximately: \$1,000.
      - c) If we lose the internet connection, we can overflow it to another phone number as a fail safe.
      - d) Need to determine if emergency lines are analogue lines
      - e) Can we "bore" out to the gate and have a direct line that is not cellular, Lauren will add this need to the bid.
      - f) The whole process takes about 2-3 weeks once everything is finalized.
      - g) There is training and customer service afterwards. Charges would only be incurred for a technician needing to come out or to do programming.
    2. We need to get a final informed bid based on our hardware needs .
- III. OLD BUSINESS:
  - A. Review/Acceptance of Minutes: Kathy Zeiger  
Motion to approve: Marshall Tobin  
2nd: Rebecca Hea

- B. Security Dues Letter - Recap: Lisa Thorner
  - 1. 120 letters were sent to households who have not paid their security dues this year: 80 emails and 40 postal mail. Lisa has only heard back from 4 people who cannot afford it. If payment is not received by Dec. 15th the accounts will be charged. Next year this will be billed in July.
- C. Status of Pergola and Garden: Lisa Thorner
  - 1. Had a meeting with Stuart Bombell, Nathan Mendel, and the engineers who made the gazebo. They recommended we build the gazebo without the permit as he can take it down quickly. Stuart will now be underwriting the entire gazebo.
  - 2. Will try to get it finished and ready for "Light the Night".
- D. Staff Update & Redefining Organizational Roles Lisa Thorner
  - 1. Lisa and Lauren have worked with the staff on updating and creating a more comprehensive organizational structure with concise role descriptions.
  - 2. Still looking for a Program Manager
  - 3. Kelsey Oliver has been hired as a part time office manager, 20-25 hours a week: administrative responsibilities, front desk, phones. She will also bake cookies for onegs.
  - 4. New job descriptions will be coming at the next Board Meeting
    - a) These descriptions will be used to complete the next round of evaluations
- E. Staff Performance Reviews/Hourly Raises: Stephanie Podolak
- F. Update on Chai-5 Campaign: Lauren Kimball
  - 1. We are currently at \$14,000. An anonymous donor has donated \$25,000. We will extend Chai-5 and use the \$25,000 as a match to reach \$50,000 total.
- G. Light the Night Chanukah Event Update: Lauren Kimball
  - 1. We were awarded a grant of \$7,000 from "Shine the Light"
  - 2. Preschool will be conducting an assembly this night as well to help drive traffic
  - 3. 170 adults and 70 children are registered
  - 4. 15 Family sponsors totaling \$2,000 currently
  - 5. Kickoff with songs and music, speakers, lighting the menorah together then everyone will head outside for the lights, music and food.
  - 6. Remarks on the dedication of spaces.
  - 7. New lights will be up all year and we can use them as we want for future events.
  - 8. Hope is to work on creating 1 event per quarter.
- H. Report on New HR Company Implementation: Lisa Thorner
  - 1. In place and have been very helpful
- I. Update on Young Family Initiatives & Sinai South Rabbi Shields
  - 1. Hanukkah party for the south is booked, \$25 to rent the space, Highlands Ranch found a menorah to light. 77 are signed up, capacity is 80
    - a) Additional events to come
  - 2. Twisted Shabbat has become an anchor event for young families
  - 3. Wednesday nights have become a strong point for our youth. They are looking at re-creating the youth group.
- J. Annual Event: Lisa Thorner
  - 1. April 7, can we adjust this?
  - 2. Auctioneer has been hired
  - 3. Honoree(s)?- outside of Sinai?
  - 4. Committee- Lisa, Lauren K, Anna Koser, Lisa Meir Weiss, Dave Eisner

- K. WHITE BOARD SESSION: ADULT EDUCATION
  - 1. Beyond lifelong learning topics
  - 2. Concerts
  - 3. Something like the Osher Lifelong Learning Institute (OLLI) classes
  - 4. Committee: Rob Eber, Janette Amayo, Jean Guthery
- IV. EXECUTIVE SESSION