

UVJC Board of Trustees
Meeting Minutes
13 January 2015, Roth Center for Jewish Life

Present: Richard Abel, Sue Berg, Felixa Eskey, Devora Gronauer, Robyn Jacobs, Deb Kaplan, Rachel Kleinbaum, Jeff Lubell, Laura Rosenthal, Rusty Sachs, Robert Shumsky, Steve Woloshin

Absent: Gloria Finkelstein, Lori Hirshfield

Ex-Officio: Rabbi Boraz

1. Call to order and welcome by Deb Kaplan at 7:04 PM
 - a. Steve Woloshin was welcomed to the BOT as a new member
2. Approval of Minutes : 4 November 2014
 - a. Rusty Sachs moved to approve the minutes, Devorah Gronauer seconded the motion
 - b. Deb Kaplan noted a correction - in the treasurer's report High Holiday donations were noted to be up from last year when in fact they were down by around \$500.
 - c. Minutes were approved with the above correction.
3. Rabbi's Report
 - a. School Update:
 - i. Attendance has been good with a high level of student engagement
 - ii. All B'nai Mitzvah students for this year have been assigned tutors
 - iii. The education director (Maggie) is back following her illness. She continues to recover well and is meeting obligations to the school.
 - iv. Enrollment has been down
 1. 65 enrolled students this year compared to a peak enrollment of more than 100 students in 2007/2008.
 2. Is low enrollment due to a lack of outreach, decreased interest or changing demographics?
 3. Religious school enrollment should be addressed as a part of the overall membership assessment (Tuck FYP project, discussed in item 6.)
 - b. Affiliation
 - i. Rabbi suggests that there may be some benefits to affiliation with a larger Jewish movement. Such benefits may include: curriculum support and teacher training, consultation services, programming opportunities for adults, families and children, youth group and camp opportunities, and the ability to belong to a larger Jewish community.
 - ii. The Board identifies some potential costs/risks to affiliation including the financial commitment and the possibility of isolating some of our very diverse membership.
 - iii. Opportunities for affiliation will be explored to get a sense of options. Further assessment of potential benefits and possible costs/risks to our community may then be evaluated.
 - c. Project Preservation for UVJC community
 - i. A second informational meeting has been planned for Sunday, January 18th to further assess community interest in a Project Preservation cemetery restoration.

4. Treasurer's Report – Rusty Sachs
 - a. One third of the way into the fiscal year, finances are “softer” than last year. Income is down compared to this time last year but nothing to be concerned about.
 - b. Rusty and Deb will meet with the UVJC bookkeeper later this week to discuss members who are behind in dues payments. Reminders and phone calls have been made.
 - c. In general, membership is down but some active members are behind in payments.
5. Ruach (Ritual Affairs) Committee Report – Jeff Lubell
 - a. Deb briefly outlined the revitalization of this committee noting that a “ritual affairs” committee is mandated in the UVJC bylaws and this committee had not been active over the past few years.
 - b. Jeff Lubell is the chair and the BOT liaison. The committee has met three times since November.
 - i. Ruach Committee Members: Bonnie Kimmelman, Jeff Saloway, David Hoffer, Adam Kleinbaum, Jeff Lubell
 - ii. Have developed a provisional mission statement:
 1. Enhancing ritual observation at the UVJC.
 2. Enhancing the spiritual lives of UVJC members in other ways.
 - iii. Still working on defining the scope of the committee
 - iv. Committee plans a mini-retreat in February to plan agenda and goals for the year.
 - v. **The committee seeks information regarding the wants/needs of UVJC members and is planning on questionnaires, focus groups, and member interviews. They are hoping to proceed with creating opportunities to address needs – this ties into the greater issue raised with regards to membership. (Tuck FYP project, discussed in item 6.)**
 - vi. Committee is hoping to offer a range of Shabbat services to encourage attendance among members who do not often attend.
 1. Possible services: family service, Torah discussion, Havdallah and malvah malka
 2. Working on outreach to personally invite members to participate.
 3. Had a very successful family service in early January – hoping that this can be replicated.
6. Tuck Project Update - Robert Shumsky
 - a. A proposal has been submitted for the UVJC to participate in the Tuck First Year Project (FYP) program. If our project is chosen we will have a team of first year business school students helping us to develop tools to better define and reach out to the Jewish population in the Upper Valley. This project could offer the UVJC some insight as to the needs of this population.
 - b. Projects have recently been released to students – there are 70 projects and 50 teams
 - c. If our project is not selected by an FYP group we may still be able to obtain support through informal Tuck Programs. We should know by February 8th whether we have been selected.
7. Personnel Handbook – Laura Rosenthal/Deb Kaplan/Rusty Sachs
 - a. Background was offered regarding the need for and origins of a personnel handbook.
 - b. A similar document from 2003 was located but it was in need of revision to better reflect current needs and practices.
 - c. Rusty began development last year and the committee (above) has reviewed and made revisions – the document is now ready for review and approval.
 - d. UVJC employees will review the handbook before it is finalized. They will be assured that clauses in their own contracts will supersede any handbook differences.

8. BOT Code of Conduct – Deb Kaplan
 - a. All members of the BOT will need to sign a code of conduct.
 - b. This is being revised to be consistent with the code of conduct in the Personnel Handbook
 - c. **Will be brought forward to BOT members for review/signature at a later date.**
9. Board Retreat – Dates/Agenda – Deb Kaplan
 - a. Scheduled for Sunday March 15th from 1:00-4:00 pm at Deb Kaplan’s home.
 - b. Agenda will include:
 - i. a review of action items from the retreat last year
 - ii. Discussion of affiliation using preliminary findings regarding organizations
10. Upcoming Events
 - a. Second Night Seder
 - i. Saturday, April 4th will be the second night of Passover
 - ii. Discussion regarding community need, logistics of hosting seder immediately post-Shabbat and availability of individuals to organize seder.
 - iii. General consensus is that it would be worthwhile to organize a seder to maintain consistency in our programming.
 - iv. **Planning committee needs to be defined and logistics with regards to food preparation on Shabbat need to be addressed.**
 - b. Film Festival: Begins on March 18th. Susan Israel is chairing this committee.
 - c. UVJC/Hillel Film series starts next week with “The Book Thief”.
 - d. UVJC Cookoff – Gloria Finkelstein had offered this suggestion as a fundraiser for the UVJC. A dish will be chosen and individuals will prepare their version of the dish for participants to sample and vote on a winner. **Tabled for when Gloria is back.**
11. Additional Items
 - a. Thetford Minion – apparently the second meeting of this group was not well attended and there is no further word as to whether this will be an ongoing meeting.
12. Adjourn
 - a. Felixa Eskey moved to adjourn the meeting at 8:52 pm
 - b. Motion was seconded by Rachel Kleibaum and approved.

Respectfully Submitted,
Robyn Jacobs
Secretary
1/19/2015