

UVJC Board of Trustees
Meeting Minutes
5 May 2015
7:00 pm – Roth Center for Jewish Life

Present: Richard Abel, Sue Berg, Felix Eskey, Gloria Finkelstein, Lori Hirshfield, Devora Gronauer, Robyn Jacobs, Deb Kaplan, Rachel Kleinbaum, Jeff Lubell, Laura Rosenthal, Rusty Sachs, Robert Shumsky, Stephen Woloshin

Absent: none

Guests: Rabbi Boraz

1. Call to order and welcome by Deb Kaplan at 7:04 PM
2. Approval of Minutes
 - a. The minutes from the BOT meeting on 3 March, 2015 were reviewed
 - b. Discussion: clarification requested about the policy decision regarding Bimah Baskets which was briefly discussed.
 - c. Jeff Lubell moved to accept the minutes without modification.
 - d. Rich Abel seconded the motion.
 - e. Motion passed with 2 abstentions.
3. Prior Event Wrap-up
 - a. Passover Seder:
 - i. Overall successful , well-attended and well-received
 - ii. A few issues with logisitics
 1. Could have used more boxes of Matzah
 2. Adequate place settings for exact number of registered guests but had last minute walk-ins
 3. Creating a “nut free” table created confusion.
 - b. Film Festival
 - i. Successful – 40-60+ individuals attended each film.
 - ii. Wider audience was reached through List Serves.
 1. This raised questions about safety (i.e. public announcement of a gathering of our community may make us vulnerable).
 - iii. No Charge for attending films, donations accepted.
 1. Total intake \$683.
 - iv. Recommendation to bring UVJC brochures to this and other community events.
 - v. Recommendation to bring guest book to capture names and e-mails.

- vi. Might be possible to secure the Leows theater if the film festival is co-sponsored with Hillel.
 - 1. Will need to see if this is permitted as films are obtained through the Jewish Federation.
- vii. Plan to continue with the annual film festival

4. Historical Data

- a. Deb reports that she and Carole have found a number of binders with sermons, High Holiday plans and BOT minutes dating back to the early 2000s.
- b. Question was raised as to whether some of this information should be discarded.
- c. It was felt that at least some records should be scanned to keep a permanent, electronic record.
- d. Bigger issue of **creating a formalized record keeping system** was addressed.

5. Annual Dinner –

- a. Total intake of \$12,590 including the underwriting of the catered dinner by 2 sponsors.
- b. Expenses:
 - i. Catered Dinner \$3,100
 - ii. Other (gifts, invitations) \$500
 - iii. Prize from 50/50 raffle \$500
- c. Net intake of \$8,490 – below last years’ net intake by approximately \$1,000.
- d. Compared to 2014 we had more sponsors (22 compared with 21) and more donations from individuals who did not attend the dinner (11 compared with 4).
- e. Historically, the net intake from the Annual Dinner is around \$10,000.

6. Ruach Calendar – Jeff Lubell

- a. The Ruach committee has proactively put together a schedule of services through July 2016.
- b. Plan to continue all school Shabbat services – 6/year.
- c. Reform Shabbat will be scheduled routinely, e.g. the first Saturday of the month or Friday evening when Dartmouth College is not in session.
- d. Additional ideas:
 - i. Pot luck dinners in member’s homes.
 - 1. Members would volunteer homes and committee would match home owners with attendees.
 - ii. Havdalah followed by dessert.
 - iii. Services with an enhanced focus on the Torah portion “Worship and Study” – possibly with guest speakers.
 - iv. Invite post B’nai Mitzvah students to read Torah.
 - v. *Adopt-an-Event*: Community members assist with the planning and funding of special religious events.

7. BOT Job descriptions

- a. The BOT Job Descriptions were distributed for final review and approval
- b. Devorah moved to accept the Job Descriptions.
- c. Jeff seconded the motion.
- d. BOT Job Descriptions were approved without further discussion.

8. BOT Code of Conduct

- a. The BOT Code of Conduct was distributed for final review and approval.
- b. Lori moved to accept the Code of Conduct.
- c. Felixa seconded the motion.
- d. Code of Conduct was approved without further discussion.
- e. All members of the BOT signed the Code of Conduct and signed copies were collected by the President.

9. Annual Meeting of the UVJC Membership

- a. Scheduled for Sunday May 31st
- b. Pot Luck BBQ with UVJC providing hamburgers, hot dogs and veggie burgers
- c. Quorum required – 10% of the membership or 25 members whichever is fewer
- d. Paperwork including budget and slate of BOT and BOT officers must be distributed to the membership at least 2 weeks in advance (NLT May 15th). Nine members require a mailed packet, the rest of the membership receives the information electronically.
- e. Nominating Committee/Slate of Officers and BOT members
 - i. Nominating Committee: Rich Abel, Karen Manning, Rosina Carpenter
 1. Needs two members from the BOT
 - a. Rachel Kleinbaum and Felixa Eskey have agreed to join
 2. Still looking for candidates:
 - a. President
 - i. Deb will consider a third year as president if a co-president is identified who will take over the following year.
 - b. Treasurer
 - i. Position is currently under consideration by a UVJC member.
- f. Budget
 - i. The BOT met on 23 April 2015 for a line-by-line budget review.
 - ii. Modifications were entered into the budget.
 - iii. Budget is very tight.
 1. Aggressive attempts will be made to limit expenditures.
 - iv. Rachel moved to accept the budget.
 - v. Jeff seconded the motion.
 - vi. Budget was approved.

10. Member Survey – Jacob Crandall.

- a. Jacob had previously distributed the survey to the BOT for comments.
- b. Comments were received and modifications to the survey have been made.
- c. 196 households are registered members of the UVJC and there will be request for one survey per household. Nine members of the UVJC do not accept electronic communication and will be mailed a paper copy of the survey.
- d. Survey will be open for two weeks with frequent reminders to complete.
- e. Live as of tomorrow. BOT will be sent survey first to complete and assure there are no glitches or major errors. Distribution to the wider community will occur next week.
- f. Jacob was thanked for his work on this project. He is leaving the Upper Valley but will be available to help the BOT with data acquisition and interpretation.

11. Meeting was adjourned at 9:30 pm

Respectfully Submitted,
Robyn Jacobs
Secretary