

UVJC Board of Trustees  
Executive Meeting Minutes  
5 October 2016  
7:00 pm – Roth Center for Jewish Life

**Present:** Bill Brown, Felixa Eskey, Robyn Jacobs, Deb Kaplan, Laura Rosenthal, Rusty Sachs, Rob Shumsky  
**Regrets:** Rachel Kleinbaum

**1. Education Committee**

- a. Felixa asked a procedural question about budget requests from the Education Director.
- b. Education Director would like to expand the hours of Hebrew tutors to allow for 1:1 Tutoring on Tuesdays as well as Sundays.
- c. BOT asked Felixa to ask Education Director and Education Committee to explore options for expanding tutoring. An identified need for increased funding can presented formally to the BOT.

**2. Letter of Hire for Education Director 5778**

- a. "In Camera" discussion.
- b. Rusty to contact Melissa to discuss details. Letter to be drafted following this conversation.

**3. Approval of Minutes**

- a. Minutes from the Executive BOT meeting 03 October 2016 were reviewed: Approved.

**4. High Holiday Update**

- a. Logistic issues with FO&M. E.g. Need more chairs set up at Reform services.
- b. Head count from Rosh Hashana services:
  - i. Erev Rosh Hashana: 200
  - ii. First Day (Monday, October 3):
    1. Rollins: 121
    2. Reform: 136
    3. Family: 65
    4. Tot: 56
    5. Total: 466
- c. RSVP via website:
  - i. 71 individuals completed the RSVP survey
    1. 56% planned to attend Rollins, 29% reform, 10% Family and 5% Tot service.
    2. 14 requested membership information—exec will reach out.
    3. 26 requested addition to the UVJC mailing list
    4. A broad range of zip codes from the Upper Valley and beyond.
- d. Gary Schwartz is stepping down from managing High Holiday logistics for next year. Appreciation for his years of service. Responsibilities may be transitioned to Ruach committee.

**5. New Board Transition**

- a. Laura will distribute the BOT manual which contains job descriptions and by-laws.

**6. Adjourn at 8:15 pm**

Respectfully Submitted,  
Robyn Jacobs  
Secretary