

## MINUTES

### Meeting of the Board of Trustees

Temple Beth-El, Las Cruces, New Mexico

Date: February 25, 2016

**Trustees Present:** Ann Berkson, Allen Blum, Paul Feil, David Fishman, Diane Fleishman, Renee Frank, Leslie Glater, Monika Kimball, Ned Rubin, Mark Saltman, Ellen Torres, Erich Zameret, Dave Zeemont, Rabbi Karol (ex-officio),

**Trustees Absent:**

**Guest(s):** Jerry Silverman, Building and Grounds Chair

#### Opening:

**Call to Order:** Meeting was called to order by President Monika Kimball at 7:03 pm.

**Invocation:** The Rabbi gave the Invocation with Board members sharing in the reading.

**Acceptance of Minutes (as corrected, if applicable):** The minutes of the last meeting, Thursday, January 28, 2015, were approved.

#### Leadership / Board Reports

- A. Rabbi's Report:** The Rabbi reported that TBE will be holding a Shabbat Across America service on Friday, March 4, along with hundreds of congregations nationwide and in Canada. Four congregants attended the February 22 workshop for Hagbah/Lifting the Torah, led by Stuart Kelter. Rabbi will continue leading discussions on Wendy Mogel's book, The Blessing of a B Minus. He officiated at a monument unveiling for Ann Hansen at the Masonic Cemetery, and also led a memorial service for Margot Leverett's mother at Good Samaritan. The religious school students will participate in a worn out religious book burial on Sunday, March 6 at 11:30 am. The Rabbi developed and sent a letter to the Jewish Federation of El Paso that will be published in their newspaper noting that we are happy to join in the organization and look forward to our association. Songleader Boot Camp in St. Louis on February 14-17 yielded new learning in several areas. The Rabbi continues to convene a group of clergy for a Third Thursday breakfast each month. He and Rhonda will be away for the weekend of March 11-14, and he will also be away May 13-14.
- B. President's Report:** Monika Kimball reported that she received a lovely thank you note from the Sugarman's about the FestivUS being a wonderful event. Monika also thanked Leslie Glater for putting together information on the FestivUS foods and food preparation to help with future FestivUS events. The Nominating Committee, chaired by Jim Rosenthal, will meet on March 3 to review nominations for the Board to replace current Board members who have been seated for 2 years.
- C. Treasurer's Report:** Paul Feil gave his Treasurer's Report for the fiscal year. Total income so far is \$97,232.89. Total general operating expenses so far are \$6,768.36. Total expenses so far are \$73,861.43. Net Income is \$23,371.46.

## **Committee Reports**

- A. Sisterhood Report:** Leslie Glater reported that the Sisterhood Council, chaired by Michele Blum, met on Wednesday evening, February 24, 2016. Council Treasurer Lynn Zeemont reported a current balance of \$8444.61. Lynn and Michele will meet with the Picacho Hills Country Club manager to discuss Passover Seder pricing, menu, pros and cons from last year's Seder. Invitations will go out the last week in March. The Seder will be Saturday, April 23 at 6:00 p.m. The Council discussed the feedback letter that was sent to the groups involved in receiving grants. The Sisterhood will meet February 27, 2016 at 2:00 p.m. in the Temple kitchen to inventory and "straighten out" the kitchen areas. A complaint was discussed about the servicing of the commercial oven in the Temple kitchen. It is not heating evenly and this was most noticeable at the FestivUS event. An email will be sent to the Jenn Air Service representative, Mr. Fixit, to schedule a repair/service time. The Council reviewed the procedure for how the nominating committee works. The nominating committee must be chosen as they will need replacements for Marieka Brown, Ann Hansen, and any others who may be resigning. The question was asked if anyone was rerunning for the Council. The Council discussed the authorizing of a grant for the religious school to sponsor a "tuition free" child/children whose parents cannot afford to pay the necessary religious school dues for the year. A scholarship fund would be overseen directly by the Council in conjunction with the head of the religious school, and with the input of the TBE treasurer as to which families are in need. Recipient would be responsible for following up with a note back to the Council, as the other recipients of grants are expected to do.
- B. Mensch Club Report:** Dave Zeemont reported on the meeting held on Sunday, February 7 at 12:15 pm with 12 people in attendance. Dave distributed a proposal for bylaws, and Phil Alkon read the purpose statement of the 2004 bylaws. The Club's bank balance is \$363.03. Past activities have included gifting a book to Bar/Bat Mitzvah students, putting up the Sukkah each year, and organizing ushers for High Holy Days. The group screens movies every so often, and Dave and Ford Parkes-Perret are on the committee to choose films. The group recently showed Exodus on Sunday, February 21, at the Temple. Frances Williams has suggested to Dave that they sponsor a Las Cruces Jewish Film Festival. The group also discussed planning activities, such as attending a movie, taking a trip together, going to dinner, attending sporting or cultural events. The group is deciding if they want to meet monthly. They may hold a Men's Book Club. They are considering inviting spouses to events. The Mensch Club is in the Constitution of TBE as a group guided by a Constitution. Phil Alkon noted that the group needs to be in compliance with their own Constitution to have leadership that is in position according to the rules stated. This needs to be rectified for the Mensch Club to be in compliance. Rabbi Karol urged the group to have regular activities, regardless of the formality of the guiding document. The next meeting will be held on Sunday, February 28 at 12:00 noon when they will vote on the new Constitution and elect officers.
- C. Acquisition, Specific Gifts, and Aesthetics:** Chair Michele Blum had no news to report.

- D. Adult Education Committee:** Chair Ellen Torres reported that the group held a meeting on Monday, February 12 at 10:00 am, the third of meeting of the year. The next event the Committee is sponsoring is “Meet the Artist”—Belorussian Violinist Yevgeny Kutik on Wednesday, March 2 at 7:00 pm. He will also be playing with the Las Cruces Symphony Orchestra later that week. The Di Kavene Kapelye Klezmer Group will be sponsored by Adult Education and performing at the JFFF event on April 17. Adult Ed and JFFF will give them \$100 for gas since they are traveling from Albuquerque, and they will accept donations and tips as well. The final event of the year will be a Sing-a-long with Rabbi Karol in June in conjunction with a Havdalah service. Adult Education has a limited budget, paying for refreshments and occasional performer fees from donations and fees paid to Jim Rosenthal’s Short Story Group, as Adult Ed sponsors the group. The group holds four meetings a year. The final meeting of the year will be in June.
- E. Budget Committee:** Chair Steve Halper had nothing to report.
- F. Building and Grounds:** Chair Jerry Silverman was present and reported that the annual budget for Building and Grounds is \$31,100 divided in the following expense distribution: janitorial 25%, utilities 40%, building repairs and maintenance 20%, and grounds and landscaping maintenance 15%. During the last three years the following major maintenance actions have been taken: repairs to rock walls in front of the building and parking lot, repainting of the steel beams over the walkway into the temple, repainting of the playground fence (thanks to Jeff Lewis and Norm Mazer), repainting the black fence along the street, replacing approximately 25 shrubs that had passed on, replenishing the playground mulch (thanks to Jeff and Norm), LED motion lights in the playground area, replaced two damaged skylights on the TBE roof that were damaged by hail, removal of some of the sand-covered rocked areas on the north end of the parking lot and adding new gravel covering (in process). Jerry said that Frances Williams is buying one granite bench to be placed in the entrance walkway, and that he had funds left over from the insurance check to purchase the second bench. Leslie Glater had also offered to purchase benches, but it seems like enough funds are available for the benches desired. Paul Feil made a motion and Allen Blum seconded it to approve the installation of benches in the Temple entrance walkway. Passed unanimously. Jerry mentioned a major concern. All of the rock walls in the parking lot and in front of the building are deteriorating. The construction was faulty in that the mortar used was substandard and is disintegrating. He recommended that we obtain bids and include it in the request for funding in the 2016-2017 budget. Monika thanked Jerry for his service to the Temple and for all the work he is doing.
- G. Cemetery Committee:** Chair Diane Fleishman reported that she is trying to get in touch with Peggy at the Masonic Cemetery. Peggy left Diane a message that she sold plots to a couple who are Temple members but they did not return the form to her. She has also given information to another member who will contact her to look at the plots. Plots are \$1250 for Temple members.
- H. Dues Committee:** Chair Michael Mandel stated that dues are collected and reported to the Treasurer. He will get more information to us later.
- I. Library Committee:** Linda Kruger had nothing to report but will report next month.

- J. Long-Range/Strategic Planning Committee:** Chair Allen Blum reported that his group did not meet this past month but will meet in early March.
- K. Marketing and Public Relations Committee:** Chair Renee Frank reported that discussions are underway with Committee Chairs to coordinate the media release process. Ellen Torres, Chair of Adult Education Committee, has a very strong process going. They will incorporate some of her practices as well as media contacts to share with others. They are looking at ways to include events and activities into the El Paso Jewish Federation calendar. **New Membership Welcome Materials:** The Marketing/PR Committee joined with the Membership Committee to design a process and the materials to encourage new membership. Diane Fleishman took the lead, with Terri Sugarman as the primary liaison from the Marketing/PR Committee. The first step is to add a button or tab to the TBE website called "Join." It will have welcoming language such as: "We are delighted that you have an interest in joining our Temple Beth-El community. Temple welcomes all who have ties to Judaism. We are a vibrant community offering activities to engage all ages and interests. Membership includes all worship services including high holidays." There will be a gallery of photos showing our various activities with a caption at the bottom, such as Youth Activities, Sisterhood, Social Action, Mensch Club, etc. When the photo or caption is clicked on, it will link to the page describing that activity or entity under the Engage tab already on the website (i.e., Religious school, Youth activities, Sisterhood, Mensch Club, etc.). There will be a web-form for people to complete to indicate their interest and/or to ask for more information. The web-form will collect basic information such as name, address, phone number, email address, and will have a drop down menu to indicate interests, such as Religious School, Sisterhood, Social Action, etc. The Committee has been asked to promote ads in the Adelante. Paul Feil says he thinks business card ads are \$180 for the year.
- L. Membership and Outreach Committee:** Chair Diane Fleishman reported that she is working on a New Membership Packet. Membership is meeting with the Marketing Committee to develop new materials for the web and print media. They are continuing outreach to potential new members. Diane will be planning a New Member Shabbat for spring. She is also currently working with two potential new members. One is here for the winter and the other is in the process of moving here. They will have forms at the Shabbat Across America service for interested folks.
- M. Nominating Committee:** Chair Jim Rosenthal reported that the Nominating Committee has been formed and they will be holding their first meeting on March 3. The members are Jim, Monika, Renee Frank, Michael Mandel, Bill Stein, and Dee Cook. He is still considering an additional member, a younger congregant, but he will discuss that with his committee when they meet.
- N. Religious Practices Committee:** The Rabbi reported on the February 22 Hagbah/Torah lifting workshop led by Stuart Kelter. In addition, four congregants responded to the letter sent out requesting that congregants volunteer to participate in services.
- O. Religious School Committee:** Chair Mark Saltman reported that the Committee met on Wednesday, February 24, and planned Hamantaschen baking and the delivery of the Purim bags to the more "senior" members of TBE. The kids will help bake the cookies for the bags

on Wednesday, March 2. They will deliver the bags on Sunday, March 6, after the book burial. The kids will help bake more cookies on Wednesday, March 9 for the Purim festival. The Purim Spiel and Carnival will be held here at TBE on March 23.

- P. Social Action Committee:** Ned Rubin reported that his committee met on Wednesday, February 24. They reviewed the Panel on Poverty that was held on January 24. They talked about holding a Panel on Poverty, Part 2, and are investigating ideas for it.
- Q. Technology Committee:** Chair Dave Zeemont reported that they have been migrating emails into the new system. They are using Microsoft online directly, through their portal.
- R. Website:** Chair Bob Kimball had no information to report.
- S. Ways and Means Committee:** There is no chair or committee at this time.
- T. Youth Activities Committee:** Chair Julie Seton had no report at this time.

### **Old Business**

- A. Verizon Proposal Pending:** Monika briefly reviewed the information that we gathered at the Special Board Meeting on the Verizon Cell Towers on February 9. Ann Berkson raised a concern about Verizon stating that they would need 24-hour access, which she didn't like. Board members said that Verizon would still have to contact the Rabbi or a Board member to gain access. Monika said that she would inquire about this concern.
- B. Security Management Update:** Mark Saltman reported on the Special Meeting on Security that was held on Feb 18 at 6:00 pm. Mark explained that the Security Committee presented their proposal to the Board at that time. Ned Rubin made a motion to institute the Security Committee as a standing committee, and Diane Fleishman seconded it. The motion passed unanimously. Leslie asked Mark to prioritize the items in the proposal. Mark said first priority would be installing deadbolts on all the doors, but due to the flimsiness of the interior metal door frames noted in his updated report, that would have to be put on hold. Next in priority would be the purchase of panic buttons that would go to the alarm company and the police, then the purchase and installation of the intercom doorbell, then purchase of a doorbell camera. We will need to find the funds to pay for these security items. Dave Zeemont made a motion, and Renee Frank seconded it, that we allocate \$1000 to start funding some of the security items. This motion passed unanimously.
- C. Kosh Migration Update:** Dave Zeemont reported on this in the Technology Committee report.
- D. New Temple Door Update:** Allen Blum reported that he found a company to commission the menorah-designed door, but the quotes are kind of high (\$9,000-\$12,000). He is still pursuing this to get a reasonable quote for a high quality, decorative door.
- E. Jewish Federation of El Paso:** Calendar Items can be sent to the Federation as we are now affiliated. Federation Director Daniel Chejfec will be attending our Shabbat Across America service. Rabbi said that we need someone to be trained to be as a Calendar Manager. Monika asked Allen if he would take on that role, and he said he would consider it
- F. Directors and Officers Liability Insurance:** There is an Annual Premium of \$1,095. We need to file the form. Monika asked if Paul sent the form to our insurance company, and he said he did.

- G. **Annual Congregational Meeting:** The next annual congregational meeting where the congregation will elect new Board members will be held on May 10 at 7:00 pm.

### **New Business**

- A. **Tribute to David Steinborn:** It has been suggested that we purchase a large brick in the Biblical Garden and Brick Walkway and/or that we name something (i.e., David Steinborn Social Hall) to honor all of his contributions and service to TBE. Ann Berkson made a motion, and Ellen Torres seconded it, that we name the Social Hall after David Steinborn and purchase a plaque with his name on it. This motion passed unanimously. Leslie Glater suggested that from now on, we call the Social Hall the “David Steinborn Social Hall.” Monika asked Ann to think about an appropriate inscription for the plaque and present it to the Board, to which she agreed.
- B. **Creation of a Monetary Gifts and Bequests Fund:** A motion was made by Renee Frank, and seconded by David Fishman, that we establish a Monetary Gifts and Bequests Fund, with a minimum of \$5,000 of monetary gifts received. The motion passed unanimously. Diane Fleishman made a motion, and Leslie Glater seconded it, that we contribute 10% of the proceeds from the David Brandhorst Estate to the Center For Spiritual Living in Las Cruces. This motion passed unanimously.
- C. **Email Amendment to the Creation of a Monetary Gifts and Bequests Fund Proposed by Renee Frank on 2-27-16:** “I would like to amend the section on ‘Monetary Gifts and Bequests,’ first to change the name to ‘Major Gifts and Bequests,’ which is a more commonly used title, and it helps make the distinction for donations of \$5,000 or more. I would further like to clarify in the minutes that this is a non-restricted fund, and that the Board has full discretion over the expenditures of these funds, with full accounting for all expenditures, of course. Requests may be made to the Board to use these funds for special needs or projects.” All Board members responded in the affirmative to the above amendment, so the motion passed unanimously.

### **Guest Comments**

- A. If any guests are present, they are invited to make comments: Jerry Silverman, Chair of Building and Grounds, gave his committee report (above).

**Executive Session:** We moved into Executive Session at 8:45 pm. We left Executive Session at 9:10 pm and returned to the regular meeting to discuss one final issue.

Date of next Executive Board Meeting: Monday, March 21, 2016 @ 5:30pm

Date of next Board of Trustees meeting: Thursday, March 24, 2016 @ 7:00pm

### **Adjournment:**

The meeting was adjourned by President Monika Kimball at 9:20 pm.

Respectfully Submitted,

Ellen Torres