

## MINUTES, KOL AMI STEERING COMMITTEE CONFERENCE CALL

Monday, August 30, 2010, 8 p.m.

Participants: Rabbi Leila Gal Berner, Toni Popkin, Don Kraus, Carolyn Gray, Jane Schulman, Janice Cooper-Levy, Hope Warshaw, Gail Seligman, Mary Kuntz, Lance Feiner, David Lipscomb, Elizabeth Lower-Basch, Susan Freiband.

The agenda was reviewed and approved. The Minutes from the August 2<sup>nd</sup> Conference call were approved, with no changes or corrections.

Elizabeth Lower-Basch presented a treasurer's report. Dues are still being collected, with holiday contributions coming in. A call was made to the JRF, and dues budgeted for this year (\$2100) was sent. In addition, an additional \$500 was sent for JRF back year dues, from the Rabbi's discretionary funds. About 27 online registrations have been received for High Holy Day services. The current balance in the checking account is \$15,000.

Carolyn Gray reported on ritual High Holy Day responsibilities. The machzur count will be given to Don Kraus, who indicated that he has purchased 8 new ones for the congregation. Two or three of these were purchased by members. The High Holy Day Supplement with the Rabbi's materials will be reproduced, with Don and Carolyn taking the responsibility for this task. A copy of this new Supplement is needed as soon as possible by the Rabbi and the service co-leaders. These leaders, as well as the Gabbi's, have been chosen. All services have been planned, with participants being finalized. The Gabbi's will be given papers to distribute to each participant identifying his/her part in the service. Supplies needed for High Holy Day services will be identified. A member of the Ritual Committee will serve as a backup to each Gabbi, including making sure that ritual supplies are available. The Rabbi will review the description of each High Holy Day service on the website and send revisions to Jane, Carolyn and Laura. The Kol Amites are starting rehearsals for Erev Rosh Hashana. The Rabbi will coordinate with Jim North on this aspect of the service.

Lance Feiner reported on promotion. Information about Kol Ami High Holy Day services appears in two editions of the Washington Jewish Week, as well as twice in the Arlington and Alexandria Connection newspapers. The local Falls Church newspaper will also publish an ad. Information also will appear in the Washington Blade, as well as on the Schmooze. The Jewish Week's calendar listing will include Kol Ami High Holy Day services. The budget for advertising has not been exceeded. A tri-fold brochure using website information for subject content will be developed, and sent to the Steering Committee for review. It will be put out at High Holy Day services. David and Lance will follow-up on potential new members after High Holy Day services using the brochure, a letter from the Rabbi, and one from the President. Don Kraus will work on this, as well as the Rabbi, writing new letters, if needed. Mary Kuntz will revise the newly prepared letters.

Gail Seligman was introduced and welcomed as the logistics coordinator for the High Holy Day services. She reported that a good response (from 8 to 10 people) had been received from her initial email asking for volunteer help. Greeters and set-up people have been identified, however follow-up is still needed to identify clean-up people. A specific call for this task will be made. Mary Kuntz suggested that pre Bar and Bat Mitzvah kids might be able to do this after the day time services. She will contact Hope Warshaw to discuss this. Arrangements for tables will be made via Amy Stutt who coordinates with the Church. Peggy Rothschild needs to get little cups, napkins and other supplies to stock the closet. Toni will order the Challahs, and will coordinate with Hope on how many are needed for the different services. A case of grape juice and of wine are needed. Marcel Infeld has volunteered to get the wine. A listing of those people volunteering for specific tasks will be prepared.

Under "Committee Reports", Carolyn from the Ritual Committee reported that Shabbat services have been planned for the rest of the calendar year. Sukkoth activities will be hosted by the Sklarew's, with Richard Ruth and Jim North leading services. The location for the Simhat Torah services, lead by Richard, will be the Walter Reed Community Center in Arlington, close to the Unitarian Church. A description of services through October has been requested. Mark Graboyes has been working with Etz Hayim to plan a joint service, on the 13<sup>th</sup> of November, or in December. The Rabbi will be indicating the dates for the next calendar year services that she will be leading. The Ritual Committee has received a request for ideas for services.

Hope Warshaw for the Children and Family Program and Services Committee reported on the status of the B'nai Mitzvah Policy. The Ritual Committee has looked at the Policy, and made some changes. Other comments were received, including one relating to requiring wearing a tallit for coming up to the bimah for an aliyah. A change in the Policy was made "strongly encouraging" the wearing of a prayer shawl during an aliyah, rather than requiring it. The Policy will be put up on the Kol Ami website. A B'nai Mitzvah program for adults may need to be developed in the future. A motion was made, and the B'ani Mitzvah Policy was adopted unanimously by the Steering Committee. Thanks were given to the people who worked on preparing the Policy.

Janice reported for the Care & Concern Committee which prepared and distributed to the Steering Committee a brief description of the Committee's role, its expectations and aims. A suggestion was made to include as part of the Committee's responsibilities providing food and help for people after sitting Shiva, for grieving members. It was emphasized that Committee members will initiate the line of communication, in order to identify those who would like to pay hospital or home visits or to provide meals to those in need due to illness. A minimal budget request of a couple of hundred dollars was suggested to handle Committee expenses. Creation of a header for donations to the Care & Concern Committee was suggested, as well as including this as part of the appeal for financial support made during the High Holy Day services. A final revision of the description, aims and expectations of the Committee will be prepared, sent to the Steering Committee, and then promoted in the community.

Under adult education, Don mentioned the adult Hebrew class to be taught by Marcel Infeld on Sunday afternoons at the same time as JCEP classes.

There was no new business. The next meeting of the Steering Committee will be a conference call on Thursday, September 23<sup>rd</sup> at 8 p.m. In addition, a post mortem will be scheduled after the High Holy Days. The conference call ended at 9:15 p.m.