

MINUTES, KOL AMI STEERING COMMITTEE

CONFERENCE CALL, May 23, 2011, 8:15 p.m.

PARTICIPANTS: Toni Popkin, Don Kraus, Susan Freiband, Hope Warshaw, Jane Schulman, Janice Cooper-Levy, Elizabeth Lower-Basch, Lance Feiner, David Lipscomb, Mary Kuntz.

The Agenda for the meeting was approved, with one change, moving back item 4 (Report from Rabbinical Contract Task Force) until Mary Kuntz arrives.

The Minutes from the May 3 meeting were approved with no revisions or changes.

Elizabeth presented the Treasurer's Report. A \$1000 donation has been received, while a bill from the Unitarian Church has not yet been received. Receipts for expenses needing to be reimbursed should be sent in. The budget for next year was sent out on email to all Steering Committee members. It was developed based on last year's budget, not reflecting yet information from the programmatic audits. Elizabeth highlighted several aspects of the budget, such as \$500 added to replace machzors and siddurs on an ongoing basis; \$4000 allotted for advertising, \$500 for outside speakers, \$200 for care and comfort. All in all, Elizabeth indicated that Kol Ami is in sound financial shape. Other items for the budget to be filled in, income or expenses, need to be identified, including the administrator's fees. The budget will be a topic of discussion at the upcoming face to face Steering Committee meeting, and voted on at this meeting. Jane will check on whether money is needed for ritual objects, for example ark covers.

According to Hope, JCEP has reconstructed the way costs are handled. There still is a need to work on the budget. There will be two B'nai Mitzvah within the next year. A new ICE grant will be written, for JCEP, to be used for supporting the services of Rabbi Gilah.

Don presented the results of the work of the nominating committee, which focused on the slate of officers, the steering committee, other committees and chairs. This will be presented at the face to face meeting in June. Don feels that there is a good group coming in. A fund raising person still needs to be identified, as well as someone to serve as liaison to the Steering Committee for Tikkun Olam. Don announced that current members of the Steering Committee have agreed to remain for another year, except for Jane who will be Chair of the Ritual Committee and Hope, who will focus on Children and Family. Mike Linnick will be the liaison on Steering for the ritual committee, Erica Falk for the Children's and Family Program and Services, Brit Rapp for adult education. Dr. Richard Ruth has agreed to serve as Chair of the adult education committee.

Mary presented the report of the Rabbinical Contract Task Force. She described the highlights of the new rabbinical contract. There was a discussion of some of the details of the contract, which are not for public view. The contract is more specific this year, with the Rabbi's duties spelled out more clearly, including, for example, leading services, teaching, counseling, advising. After a discussion of the contract, the steering committee voted to approve the Rabbi's contract as presented by the Task Force.

The importance of including information on the website far enough in advance for people to know about upcoming services and adult education events was emphasized. Three weeks was felt to be an appropriate lead time. The ritual committee will designate someone to update the ritual events on the website.

Items for inclusion in the agenda for the annual meeting were identified. These include the new budget; the new slate of officers, chairs and steering committee; announcement of new members of the community; the Rabbi's report; the President's report; the Treasurer's report; the state of the community as reflected in last year's annual meeting minutes; the Kol Ami volunteer policy. Susan suggested adding another item, strengthening the Kol Ami community, as reflected in community commitment to attend services and to support a minyan. The agenda and this last topic will be discussed at the upcoming face to face meeting. Hope indicated that at the end of the Annual Meeting certificates will be given out to the kids in JCEP, as well as a thank you to the teachers for the services they provided during the year. Don will do the promotion for the annual meeting. It was suggested that child care be offered during the annual meeting, since it is to be held the last week of JCEP. With this service JCEP parents can attend the whole meeting.

The next Steering Committee meeting will be a face to face meeting on Sunday, June 5th, from 10a.m. to 12 noon, at Mary's house in Falls Church. Specific directions will be sent out to Steering Committee members.

ADDENDA (for use of Steering Committee) to the MINUTES

KOL AMI STEERING COMMITTEE CONFERENCE CALL, May 23, 2011

DISCUSSION OF THE RABBI'S CONTRACT

The contract specifies the Rabbi's duties in a more specific, fuller way. There are 10 shabbat services specified, with two additional, each should be summarized beforehand to be included on the website and email. Adult education responsibilities are the same as before, including the tisches considered as adult education. The Rabbi will work with the B'nai Mitzvah program, and lead Bar/Bat Mitzvah services. She will function as a non voting member of the Ritual, Steering and B'nai Mitzvah committees. She will have the responsibility of speaking to new and prospective members, as well as to participate in community events (four) when she is not teaching or leading services. There is a new mutual respect clause, a conscience clause, added to the contract.

The Rabbi's payment is at the low end of the going rate for Rabbis in the Washington, D.C. area. She has asked for travel and educational funds, and an additional \$2500 has been allotted for both of these. The Rabbi's discretionary fund amount is the same as before, but with limitations specified as to what can be done with these funds, including no support for activist and political organizations. A monthly (rather than annual) report on use of the discretionary funds has been requested.

The Rabbi will complete the programmatic audit, indicating how she has allocated time and resources, as well as prepare an annual report to be presented at the Annual Meeting. Any part of the Rabbi's contract can be renegotiated every two years, particularly if the number of members changes. This is important in relation to "incapacity to perform", for example, Kol Ami not being able to pay her salary, and the Rabbi not being in good enough health to perform her designated responsibilities.

The Rabbi charges an additional fee for life cycle events, different for members and non members. Her charges are included on the website.

The question was raised about whether we are spending too much money (over 60% of Kol Ami's income) on the Rabbi. Elizabeth indicated that the budget does not reflect all the things the community receives, because of volunteer contributions, particularly with respect to JCEP. After a discussion on this topic, the steering committee voted (7 to 2, with 1 abstention) to approve the contract, and to recommend it to the community.

(Prepared by Susan Freiband, Secretary, 5/27/2011)