

**Kol Ami Steering Committee meeting  
June 22, 2014, 10 am**

Attending:

Rayna Aylward (President)  
Lance Feiner (Vice President)  
Erv Walter (Treasurer)  
Elizabeth Lower-Basch (Secretary)  
Herb Cooper-Levy, Community Coordinator  
Janice Cooper-Levy  
Toni Popkin  
Jane Petkofsky  
Jim North (Past President)  
Elenor Hodges  
Mindy Rudell  
Carolyn Gray  
Lynda Erinoff

**Question raised re: committee chairs' role at steering**

Committees represent the major work of the community -- always represented at the steering committee meeting. Only times committees have been asked to leave were for "executive session." Typically operate by consensus. But should check bylaws for official rules.

Follow-up: Bylaws do not address committee chairs as steering committee members. Is this a by-law change we wish to propose? Or are we comfortable with current practice?

**Minutes of May 18 meeting were accepted.**

Follow-up: Lance should post them to website as his final act as outgoing Secretary.

**Sharing of minutes.**

Agreement that steering committee minutes will be posted to website after they have been approved. Need to announce meetings and agenda to the community. Discussion of the role of executive session, and what types of topics are appropriately addressed in executive versus open session. Herb stated based on his previous experience with nonprofit boards that personnel and litigation issues should be discussed in executive session, but actions must be taken in open session.

Follow-up: Rayna to check bylaws and report back to us.

**High Holidays**

Lynda asked for volunteers for High Holiday coordinating committee to join her and Rayna. Herb is also participating as coordinator. Agreement that ritual, children/families, and outreach committees will be pulled in on an ad hoc basis. Rabbi is asking for additional volunteers – in some cases it is not clear how these differ from what ritual has already on their list. We need to control flow of communications, requests.

Follow-up: Lynda will reach back to the Rabbi for clarification on the difference between ritual's expectations and hers, and will ask her to funnel requests for assistance through the High Holiday

committee. Mindy noted that we also need to find someone to lead children's services.

### **Jewish Folk Arts Festival**

Herb moved to sponsor Jewish Folk Arts Festival. No financial commitment, but our name will be listed and we should help publicize it. Motion accepted without objection.

Follow-up: Herb will undertake any needed steps.

### **Master Calendar:**

Carolyn described process: She worked with ritual, children/family, adult ed, outreach. Between January-June worked on it. Started with JCEP dates, children's services, special events (holidays). Still need ritual dates for Jan-June 2015, decisions re party/service for holidays, Havdalah. Need to make sure that when changes are made, the information is disseminated. Herb will finalize room assignments. Trying to look at schedule overall -- not have multiple events in one weekend and none the next.

Question raised about the relationship between the events on the website and the master calendar. In the past, each committee has been responsible for posting its own events on the website. Herb volunteered to post the master calendar onto the website. Lynda does not have the list of dates for Shabbat hosting. Carolyn will share it. Committees will still control the upcoming events language -- Herb will maintain the calendar on the web. Any changes must be communicated with both Carolyn and Herb. Only Herb talks with UUCA about rooms (Barbara Gilligan). When JCEP makes a weather call, should communicate with Herb as well as parents directly in case people are checking weather. Need to make sure UUCA knows when we are canceling rooms.

Follow-up: Carolyn will finalize the calendar, and share with Herb (for posting on the web) and Lynda (for use in Shabbat hosting). Everyone involved with scheduling will be told that changes must be shared with both Carolyn and Herb, and that only Herb should talk with Barbara Gilligan about room use. Herb will regularly send Erv the list of rooms used so that he can use it to track our expenditures.

### **Rabbi transition**

Lance has stepped up to lead effort. We need to explore what our next steps are. Carolyn, Lance, Rayna, Jim and Mary had phone conversation with Rabbi Alpert of RRC/JRC to understand the timing and process of a rabbinical search. Two questions, one about High Holidays 2015, one about hiring a permanent rabbi:

1) There are rabbis who are interested in doing just high holidays, but they are typically not rabbis looking for a congregational position -- ones doing movement work, retired rabbis, students. So should not expect to use High Holidays to preview candidates for the permanent job. Going rate is \$5-6,000 for High Holidays, not including transportation. Typically need to do hiring in March -April, planning in June -July.

2) Normal timing for a rabbi placement -- typically advertise right after high holidays. Would need a search committee set up, ready to go in October 2014, for a new Rabbi to start in summer 2015. They would identify candidates by January, have them lead practice services in the spring.

Lance -- recommendation: see if we can negotiate a 1 year extension with the rabbi to give us. Still start now with the transition plans, but give us more time to be ready for extension.

Question about the relationship between the Reconstructionist hiring process and other candidates we might be aware of. In the first few months, would know if they have people who are interested. They get permission from other movements to advertise if there's no one who looks like a good match. Can't "advertise" position outside of process but can have informal discussions with people who may know of candidates through other means (e.g. Rabbi Gilah)

Janice -- are we still looking for a part time rabbi? Lance -- that's currently our expectation, given our resources. Part of the hiring process will be to set out our needs.

Question regarding costs of search process — is it in the budget? Not currently. What are the costs involved? Do we pay for search? Don't pay RRC — part of our dues. But congregations typically pay rabbis for lodging/transportation expenses as part of the interview process. This would need to be clarified by search committee.

Motion offered and passed without objection to authorize Rayna to set up a committee to negotiate w/ the Rabbi for a 1 year extension. Jim agreed to join her. Mary will assist on legal issues.

Motion offered and passed without objection to authorize Lance to set up a preliminary search committee and come back with process recommendations. Tasked with coming back with two versions of a schedule based on the possibility of no extensions and a 1 year extension.

Follow-up: Rayna reported back that the Rabbi agreed to a 1 year extension of her contract for 2015-2016. Lance to report back at next meeting regarding timeline, proposed process.

### **Dual affiliation**

Rayna; We are not debating the pros and cons now. Need to get background information in front of people. Can include implications for rabbi search. Lance -- thinks it needs to be an in person meeting. Steering committee will discuss the process of how to make the decision. Elizabeth -- have a committee recommend a process.

Some discussion back and forth about whether the meeting was to discuss content or process. Agreement rose that meeting should focus on information, collecting and answering more questions, with opportunity to send in questions both in advance and afterwards. But need to define process before the meeting so that people will be able to see where they are and where they are going. Motion offered and passed for Elizabeth to develop a proposed process, incorporating the meeting concept, for discussion at the next meeting.

Follow-up: Herb provided a preliminary timeline of process to date. Lance to add any missing information from the minutes. Elizabeth drafted proposed process for discussion (attached)

**Outreach** . Reported that we have two new members (1 family, 1 individual) Outreach committee is developing packet of materials. Suggestion of asking new members if they want a

“buddy” from a longer-term member.

Follow-up: Erv to make sure new membership form is online so new people can join. Outreach will prepare and distribute packets.

**Mindy** – Several ideas have been raised of ways to engage more families with children in services – will try different approaches (e.g. sitter, children’s service, multi-generational services).

Follow-up: Erv to check budget for funds for a sitter.

**Question of gap between parents and non-parents in congregation:**

Is it about logistics? (timing of services) Are people just looking for different things from congregation? Will be critical as we consider what we want in a new rabbi.

Follow-up: Carolyn, Lance -- will look at strategic plan, develop plans for updating, getting more input from congregation through surveys, one-on-one calls with membership.

**Steering meeting schedule**

Group agreed to meet monthly, mostly by phone but in-person three times a year. Calls will be Mondays, 8:15-9:15 pm. Tentative schedule through Jan. 2015:

July 21 – phone

Aug. 25 – phone

Sept. 15 – phone

Oct. TBD – in person (tentatively said Oct. 26, but may conflict with outreach event)

Nov. 17 – phone

Dec. 15 – phone

Jan. 11- in person