



**Jewish Federation of Ottawa
Board of Directors Meeting**
Summary of Discussion for the Community

Wednesday, November 25th, 2020
Board Meeting

In Attendance: Kevin Barwin, Harold Feder, Stacy Goldstein, Jessica Greenberg, Jeff Laks, Karen Palayew, Michael Polowin, Victor Rabinovitch, Jacob Shabinsky, Ian Sherman, Hartley Stern.

Staff: Sarah Beutel, Andrea Freedman, Micah Garten, Susan Lee.

Guest: Jeffrey Miller, Sarah Tremblay

Recorder: Cibebe Rosa

I: Welcome – Michael Polowin

Michael welcomed the Board members and called the meeting to order at 5:31 pm.

II: Approval of Board Meeting Minutes – Michael Polowin

Michael called for a motion to approve the minutes from the October 21st, 2020 Board of Directors meeting.

Moved: Jeff Laks

Second: Harold Feder

Motion carried

III: Federation Strategic Priorities Discussion – Sarah Beutel / Ian Sherman

Michael invited Ian Sherman, Strategic Priorities Committee Chair and Sarah Beutel to present interim allocations recommendations. As the document was sent in advance of the meeting, Ian presented a high-level overview and answered questions.

To date, Annual Campaign 2021 continues to outperform expectations, but with the extended length of the pandemic, the ability to maintain annual allocations remains a concern.

The memo confirms the final allocation for the current fiscal year, ending on June 30th, 2021, for the 6 largest agencies receiving organizational funding at last year's level. There will be some minor reductions in this fiscal year for agencies receiving program funding. 2021/2022 allocations will be reviewed and re-assessed in the spring of 2021.

The Board raised a concern with respect to the SJCC and this will be discussed at a future board meeting.

Michael thanked Ian, Sarah and the Strategic Priorities Committee for their work and recommendations and asked for a motion to approve the recommendations included in the report, as presented.

Moved: Ian Sherman

Second: Kevin Barwin

Motion carried

IV: President's Report – Andrea Freedman

Andrea noted the following updates to her written report:

- Young Israel's application for Security Strategic Funding was approved, as they received a government grant through the Security Infrastructure Program.
- Havdalah PJ in the Park, a Federation program in collaboration with OJCS, was held successfully on November 21st. Given COVID-19 limits, the event was at maximum capacity (50 people, 2 shifts).
- A PPE curbside giveaway took place on November 24th. Andrea Freedman and Michael Polowin had the opportunity to distribute more than 80,000 masks and 3,500 bottles of hand sanitizer, generously donated by the Jewish Federation of Canada-UIA, to more than 20 organizations.
- A meeting between Hillel Lodge and Federation was held on November 25th, to discuss the Lodge's 2021 pandemic infection control needs. A recommendation in partnership with the Lodge's Foundation to meet these needs will be brought to the next board meeting.
- The new communication plan is being implemented, examples include: rotation of Shabbat messages to include board members, a template for the new eBulletin, a process to capture more emails and ensure a continued high open rate and a reduced unsubscribe rates, first steps in recruiting a part-time position, etc.

V: Audited Financial Statements: – Jeffrey Miller and Sarah Tremblay – GGFL

Michael introduced Jeffrey Miller, GGFL Partner, and Sarah Tremblay, Senior manager at GGFL, who presented the audited financial statements for the year ending June 30, 2020. The board received the financial statements in advance of the meeting, and Jeff and Sarah presented highlights and answered questions. They reviewed statements for the Jewish Federation of Ottawa, Jewish Community Campus of Ottawa and the Ottawa Jewish Bulletin.

- Federation received a clean audit and is in a solid financial position, with a robust reserve.

Michael thanked Jeff, Sarah, and the Federation's finance team, led by CFO Susan Lee, for their hard work. He then called for a motion to approve the audited financial statements for the Jewish Federation of Ottawa as presented and the interfund transfers in accordance with the recommendations, outlined in the post-audit letter, circulated with the Board Package.

Moved: Harold Feder
Second: Ian Sherman
Motion carried

Michael then called for a motion to approve the audited financial statements for the Ottawa Jewish Bulletin as presented.

Moved: Harold Feder
Second: Ian Sherman
Motion carried

Michael also called for a motion to approve the audited financial statements for the Jewish Community Campus of Ottawa as presented, and the interfund transfers in accordance with the recommendation outlined in the post-audit letter, circulated with the Board Package.

Moved: Harold Feder
Second: Jacob Shabinsky
Motion carried

The meeting was adjourned at 7:11 pm.