



**Jewish Federation of Ottawa
Board of Directors Meeting
Summary of Discussion as a Report to the Community
Tuesday, November 25 2014 at 5:30 pm**

In Attendance: Stuart Ages, Lauren Bronstein, Debbie Halton-Weiss, Steven Kimmel, Jason Shinder, Neil Zaret, Lenora Zelikovitz

Staff: Bram Bregman, Shelley Crawford, Andrea Freedman, Arieh Rosenblum

Observers: Ilan Metz, Jeffrey Miller, Rabbi Zischa Shaps

Recorder: Rachel Abenhaim

I. Welcome

Steven Kimmel welcomed the board and thanked everyone for attending the Federation board meeting at Torah Academy, our hosts and the first agency to present to the board this year. He emphasized the importance of Federation reaching out and hearing from its agencies.

Steven introduced Ilan Metz, Chair of the board, and Rabbi Zischa Shaps, Executive Director of Torah Academy. They were invited to present.

II. Agency Presentation: Torah Academy

Rabbi Zischa Shaps presented some background information on Torah Academy. The following points were highlighted:

- A complete review of the general studies curriculum is taking place to ensure a high level education to students:
 - Aiming to improve language studies
 - Designing specialized curriculums for split classes
- Revenue is generated from the following sources:
 - Community donors
 - 3 Fundraising events
 - Rental agreements
 - Jewish Federation of Ottawa allocation
- Enrollment remains a challenge, since many families move to ensure Judaic education at high school level.

Rabbi Shaps and Ilan Metz thanked the board for their time and continued support. Steven Kimmel commended Torah Academy for their hard work at managing their school.

The meeting was called to order by Steven Kimmel at 5:54 pm.

Debbie Halton-Weiss **moved** to accept the summary of discussions from the October 29, 2014 board meeting. Neil Zaret **seconded. Carried.**

III. President's Report

Andrea Freedman was invited to present the President's Report.

The following updates were delivered:

- The Grants & Evaluation review committee had their first meeting November 25. The committee is comprised of a diverse group of smart people who will work well together.
- The Emerging Generation collaborated with the Glebe Shul to hold an event for newcomers to Ottawa. The event, A Women's Newcomer Tea, attracted approximately 30 women who seemed eager to be involved and connect with the community. The event showed the strength of partnership.
- A meeting took place with Jewish Memorial Gardens regarding the Bank Street location. They proposed a revitalization plan for the Bank Street cemetery and a spring Capital Campaign to fund the renovations. They assured Federation that they would end their campaign before the Annual Campaign season.

IV. School Update

Shelley Crawford presented the Ottawa Jewish Community School's (OJCS) financial report for the 2013/14 school year. She highlighted the following:

- Major sources of revenue:
 - Tuition, community allocations, donations, events and fundraising. Revenues were favourable to budget
 - Tuition revenues were impacted by the first year roll-out of a new tuition model. Tuition was offered in 3 tiers: the first was an unassessed rate which was 22% higher than the previous year (on a path to reaching full cost per child), the 2nd was a grid which provided discounts based on disclosed family income and number of kids and the 3rd was the traditional tuition assistance program.
- Review of expenses, which were favourable to budget:
 - Teaching costs are 70% of the budget and impacted by union agreement, class size, seniority, etc.
 - Student services, which incorporates busing, books and other supplies
 - Share of occupancy costs (custodial staff & utilities)
 - Administration

Shelley explained that the school favourably exceeded the financial benchmark for the 2013/14 school year despite not meeting the enrolment benchmark outlined in the Business Plan. The sustainability committee is working on ways to reduce expenses and increase the school's revenues to meet the benchmarks in the future.

V. Security Update

Stuart Ages was invited to present the security report to the board. Stuart asked the board to refer to the report circulated in the board package which provided a high level view of the recommended security upgrades to campus.

The campus committee proposed allocating \$40,000 to the campus security fund for security upgrades.

Jason Shinder **moved** to approve the allocation of \$40,000 to the campus security fund for security upgrades. Lauren Bronstein **seconded**. **Carried**.

VI. Shinshinim Project

Bram Bregman described the Shinshinim project to the board. He explained that it is new to our community, though the program is established and has been in place in cities like Toronto & Montreal. The program is for Israeli students who are pre-military service to intern for 12 months abroad. They bring string Jewish content to youth programming.

Bram explained that Federation would approach potential donors to finance the project, with the budget being approximately \$45,000. Additionally, Bram confirmed that Federation has received commitments from agencies interested in placing the students once they arrive as well as a contribution of funds.

Jason Shinder **moved** to approve the implementation of the Shinshinim project for 2015/16. Stuart Ages **seconded. Carried.**

VII. Finance Report

Shelley Crawford delivered the finance report to the board. She explained that all departments are running favourable to budget. She highlighted the following:

- Hillel Ottawa fundraising revenue is slightly behind budget and not all rooms were rented over the summer
- Emerging Generation is listed under the Community Building department, and their budget is \$10,000
- Annual Campaign budget is currently running favourable to budget

Shelley explained that Hillel House, 284 Laurier Avenue, was added to the Finance report and would continue to be included. This building is used as the headquarters for Hillel Ottawa, but is also a residence for 6 students on campus. The rental operations are designed to fund a capital reserve fund for the building of \$15,000 per year.

Going forward, the financial report will include a balance sheet.

VIII. Campaign Update

Jeffrey Miller provided the 2015 Campaign update.

- To date, Federation has raised approximately \$3.7M, a 4.6% increase from last year on a gift by gift basis.
- Canvassers have closed over 1,700 cards
- Women's Division is up by 7% on a gift by gift basis
- 2014 Campaign cards continue to be closed, bringing the Campaign total to \$4.27 M

IX. Campus Update

Neil Zaret presented the Campus update, which focused on the condition of building 21, the Soloway Jewish Community Centre (SJCC). Neil referenced the remedial action list included in the board package. He reviewed the list of items requiring repair in 2014/15.

- Roofing – water infiltration & ventilation unit
- Pool Foundation – requires water proofing
- Cladding – Masonry work & Caulking
- Emergency Generator – modifications
- Electrical – inspection required
- Lighting upgrade

The SJCC, unlike other buildings on campus, does not have a suitable capital reserve fund. There was a robust discussion around the issue of responsibility for the repairs and lack of a reserve fund since Federation is a tenant of the SJCC.

The board decided that a conversation needed to take place outlining what role the Federation is to play regarding repairs to the buildings on Campus.

Neil Zaret **moved** to adjourn the meeting at 7:15 pm. Stuart Ages **seconded**. **Carried**.