



**Jewish Federation of Ottawa
Board of Directors Meeting**

Summary of Discussion as a Report to the Community

Thursday, December 22, 2016
Soloway Jewish Community Centre

In Attendance: Stuart Ages, Sharon Appotive, Harold Feder, Stacy Goldstein, Linda Kerzner, Steven Kimmel, Victor Rabinovitch, Hartley Stern, Arlene Wortsman, Lenora Zelikovitz

Staff: Sylvain Beaudry, Sarah Beutel, Andrea Freedman, Leslie Kaufman

Invited Guests: Lorne Goldstein, Rabbi Levy Teitlebaum

Recorder: Rachel Abenhaim

I: Welcome – Linda Kerzner

Linda Kerzner called the meeting to order at 5:31pm.

Linda welcomed the board and guests to the meeting. She introduced Lorne Goldstein, member of the Ottawa Vaad HaKashrut (OVH) lay committee, and Rabbi Teitlebaum, OVH Director, who will address any questions the board may have on the revised OVH catering policy.

II: Approval of Board Meeting Minutes

Linda called for a motion to approve minutes from the November 29 Jewish Federation of Ottawa board of director's meeting.

First – Arlene Wortsman

Second – Steven Kimmel

Motion carried.

III: OVH Catering Policy

Linda explained the discussion would take part in 3 parts:

- 1) Catering Policy
- 2) Governance
- 3) Arrears & Collection

Catering Policy

Linda directed the board's attention to the changes made to the policy. A discussion took place around fees for out of town caterers. The board made the following recommendations:

- A clause be added to the Rate Sheet stating "fees are subject to change"
- Offer to credit the out of town catering license and event fee to caterers who decide to establish local catering services as an incentive to increase Ottawa's Kosher caterers

Linda asked for a motion to approve the changes to the OVH catering policy as presented, subject to a collection process being established and implemented.

First – Hartley Stern

Second – Harold Feder

Motion Carried.

Governance

For the board's information, Linda explained the OVH lay committee wrote Federation requesting the following:

- 1) Better communication between Federation staff, the board and the lay committee
- 2) Greater collaboration on OVH financial issues, including receipt of a monthly arrears report
- 3) Federation consider an open tender for its major events

To address these requests Federation assigned Leslie Kaufman to sit on the OVH committee as its liaison. Federation has also committed to assisting with collections and providing financial reporting monthly.

Arrears & Collections

The OVH representatives and Federation board discussed the collection processes and how arrears were being addressed. Some board members felt this should be addressed within the catering policy, and the OVH representatives expressed that the committee believed these policies should be distinct. Lorne Goldstein explained that this concern would be brought to the committee for further discussion.

The next steps for the OVH lay committee will be to finalize a collection policy to present to the board early in 2017.

IV: JFC-UIA Refund – Andrea Freedman

Andrea explained that Ottawa was receiving a refund of \$48,000 from our national partner, JFC-UIA, as a result of land sale in Israel. The money must be applied to a program or projects that will reinvest the dollars in Israel.

Andrea approached the board asking for some flexibility with these dollars and proposed investing in the Shinshinim or P2G program.

The following motion was made:

The \$48,000 shall be held in reserve for either the Shinshinim program or high priority P2G projects as needed.

First – Arlene Wortsman

Second – Hartley Stern

Motion Carried.

V: Jewish Jump Start – Andrea Freedman

Incentivizing participation in Jewish life continues to be discussed as a strategy to greater engagement. However, for the time being, the proposal prepared for specific donors has not been accepted.

VII: President's Report - Andrea Freedman

Andrea provided two updates to the previously distributed report.

- Over 100 people attended the Emerging Generation Chanukah Ball. Guest feedback was positive.
- Federation and OTC will celebrate Chanukah at the Sens games tonight. A Menorah lighting will occur at the end of the second period.

VIII: Campaign Report - Sharon Appotive

Sharon Appotive provided the board with the following campaign update.

- Campaign total to date is \$3.81M, an increase of 2% card over card, on 1,658 gifts, 86% of cards closed.
- Women's campaign to date is \$962,000, an increase of 1.5% on 722 gifts, 86% of cards closed.
- EG Campaign total to date is \$32,200, an increase of 33.4% on 155 gifts, 86% of cards closed.

IX: Finance Report – Sylvain Beaudry

Sylvain Beaudry presented the financial statements for the following companies.

- Jewish Federation of Ottawa
- Jewish Community Campus of Ottawa
- Ottawa Jewish Bulletin Publishing Co.

All questions were answered to the board's satisfaction.

X: Board Engagement – Stacy Goldstein

This item will be added to the January agenda due to time constraints.

The meeting was adjourned at 7:10 pm