



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

Summary of Discussion as a Report to the Community

Wednesday October 26th, 2016
Soloway Jewish Community Centre

In Attendance: Stuart Ages, Sharon Appotive, David Appotive, Harold Feder, Stacy Goldstein, Linda Kerzner, Steven Kimmel, Mike Landau, Victor Rabinovitch, Jason Shinder, Hartley Stern, Danya Vered

Staff: Sarah Beutel, Shelley Crawford, Andrea Freedman, Leslie Kaufman, Arieh Rosenblum

Recorder: Alecia Laliberte

I: Welcome – Linda Kerzner

Linda Kerzner called the meeting to order at 5:32pm.

Linda extended a special welcome to several individuals; Leslie Kaufman – VP Corporate Services returning to work after being away for a year; Sarah Beutel to her first board meeting in her new role as VP of Community Building, and Victor Rabinovitch to his first board meeting as a new board member.

Linda congratulated and thanked Shelley Crawford who will be leaving her position as Chief Financial Officer on November 25th and assuming a new professional challenge as VP, Finance and Administration at the Ottawa Hospital Foundation. She acknowledged Shelley's invaluable contributions throughout her long and valued tenure with the community, which earned the respect of her colleagues, donors and community leadership. We are grateful to Shelley for her stellar work and outstanding professionalism.

Linda thanked Alecia Laliberte for doing a great job while Rachel Abenheim was on maternity leave. Rachel will be returning on November 8, 2016.

II: Approval of Board Meeting Minutes

Linda called for a motion to approve minutes from the September 21st Jewish Federation of Ottawa board of director's meeting.

First – Danya Vered

Second – Stacy Goldstein

Motion carried.

III: Ernst & Young Shared Financial Service Report- Shelley Crawford & Andrea Freedman

Over the last few months, Federation management was tasked with distilling the E&Y report into an action plan, which was submitted to the board. With the pending arrival of a new CFO, aspects of the report will be re-evaluated.

Many aspects of the action plan can proceed, and some items are already underway. However, there is also a strong desire to allow the new CFO the opportunity to help shape the department. Additionally, there is a need to reduce the CFO's scope of responsibilities to ensure the portfolio is manageable.

Next steps based on board feedback:

1. Complete a thorough analysis of the position and expectations and conduct a search.
2. Begin the process of creating Service Level Agreements with the various partners.
3. Operationalize a more robust and active Finance and Audit Committee.

IV: Audited Financial Statements (Campus & Federation)- Shelley Crawford & Jason Shinder
Jewish Community Campus of Ottawa Inc.:

Shelley presented the audited financial statement for the Ottawa Jewish Community Campus of Ottawa Inc. for the year ending June 30, 2016.

All questions were answered to the satisfaction of board members.

Linda Kerzner called for a motion to approve the audited financial statement for the Ottawa Jewish Community Campus.

First – Jason Shinder

Second – David Appotive

Motion Carried

Jewish Federation of Ottawa:

Shelley presented the audited financial statements for the Jewish Federation of Ottawa for the year ending June 30, 2016.

All questions were answered to the satisfaction of board members.

Linda Kerzner called for a motion to approve audited financial statements for the Jewish Federation of Ottawa.

First – Jason Shinder

Second – Steven Kimmel

Motion carried

V: Jewish Day School Synergy- Linda Kerzner

There was a robust discussion, after which the board endorsed the exploration of possible synergies between the two day schools.

VI: OVH Arrears Committee Update - David Appotive

A working group was formed to review the issue of arrears owing to the OVH. Meetings were held on October 14 and November 3 to further discuss policies that will help alleviate the issue.

Policies and procedures will provide clear direction for OVH employees and allow managers to exercise control.

VII: President's Report - Andrea Freedman

Andrea provided three updates to the previously distributed report.

- CHOICES on November 1st, 2016 completely sold out in advance of the event.
- November is a busy month for Federation with the Shabbat Project (Women's Challah Bake and Unity Havdallah) and three programs as part of Holocaust education month programs are coming up in November.
- Partnership2gether: Andrea Freedman & Barbara Crook will be representing Ottawa in Israel to discuss on-going investment in Northern Israel and unique people to people programs.

VIII: Member's At Large- Linda Kerzner

As part of Federations bylaws, the list of Members at Large to be appointed was put forward for approval by the board.

The following motion was approved by the Board:

To approve the slate of 2016/17 Members at Large with a term to continue in effect until the close of the Jewish Federation of Ottawa's Annual General Meeting in 2017.

First – Hartley Stern

Second – Victor Rabinovitch

Motion carried

The meeting was adjourned at 7:17pm