

**Kehillat Beth Israel
Board of Directors Meeting
October 30, 2025
Minutes**

Present:

Norm Ferkin	Jaimee Mitzmacher	Sheldon Wiseman
David Lyman	Janice Pleet	
Arryn Mills	Jeremy Rudin	

Zoom:

Ralph Anzarouth	Gillian Koh	Adina Libin
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Secretary:

Jaimee Mitzmacher

Clergy Present:

N/A

Staff Present:

Yaron Starosta

Regrets:

Sarah Beutel	Victor Rabinovitch
Jeff Greenberg	Olga Streltchenko

1.0 PRELIMINARY MATTERS

1.1 Call to Order and introductory remarks

Jeremy Rudin / N. Ferkin

The meeting was called to order at 7:10 PM.

1.2 Approval of Agenda

All

A motion was made by Sheldon Wiseman and seconded by Arryn Mills to approve the agenda for October 30, 2025.

All were in favour. The motion was carried.

1.3 Call for Declaration of Conflict of Interest

All

None of the members present declared a conflict of interest.

1.4 Moment of Silence to Commemorate Those Congregants Who Have Passed Away Since the Last Board Meeting **Jeremy Rudin**

Barbara Taylor (member)
Morley Slover (member)
Lewis Perelmutter (associate member)
Steven Gerald Brodtkin (member)

1.5 New Membership **Jeremy Rudin**
10 new households / member units

1.6 Terminated Membership **Jeremy Rudin**
N/A

1.7 Approval of the Board minutes of September 4, 2025 **Jaimee Mitzmacher**

A motion was made by Jaimee Mitzmacher and seconded by Janice Pleet to approve the minutes of September 4, 2025

All were in favour. The motion was carried.

1.8 Business Arising from Previous Minutes **All**

No business from previous minutes.

2.0 REPORTING WITH DISCUSSION BUT AND VOTE

2.1 Modification to JMG “New Traditions” initiative **J. Rudin / L. Bronstein (guest)**

Background:

- May 29, 2025, the Board discussed a proposal to create a “New Traditions” section in a KBI-controlled area of the Osgoode cemetery to be used for burials that have not been traditionally accommodated in Jewish cemeteries, e.g., non-Jewish spouses of members, cremated remains, and so on.
- Discussion involved transferring halachic control of part of the currently unused land that is controlled by Machzikei Hadas (CMHO) to KBI. In return, halachic control of an equal amount of land in the currently unused, and currently unusable section that is controlled by KBI would be transferred to CMHO. The motion carried.

Update:

- The CMHO Board declined the proposed plan but approved a modified version:
 - o KBI would assume halachic control of some of the land that had been controlled by CMHO, but the synagogue portion of revenue from the sale of plots in that area would accrue to CMHO, not KBI.
 - o KBI would surrender halachic control of some of its unused land to JMG, not to CHMO.
- Argument to accept CMHO’s modified plan:
 - o It arguably costs KBI little or nothing

- without the agreement, KBI will not have a New Traditions section from which to sell plots
- the large majority of our plot sales is expected to be in our ample capacity at Bank Street and in our existing area at Osgoode; sales in the New Traditions section will be more limited.

Other Considerations:

- JMG *could* give \$300 per sale of plot to the synagogue but that is not guaranteed; this is not a consistent practice
- KBI currently has 600 unsold plots at Bank Street
- KBI currently has 130 unsold plots at Osgoode
- If accepted, KBI would gain approx. 750 new plots from Machzikei Hadas; for now we only plan to sell this space for New Traditions
- Conversation to be continued at the next meeting after Directors have an opportunity to ask follow up questions

2.2 Update on Safety Security and Accessibility Project and related issues

J. Amdur (guest) / D. Lyman

- March 2025, KBI retained Chain Rock Consulting, a professional security consulting firm, to conduct a systematic evaluation of KBI's physical security, emergency preparedness, and risk management policies.
- A 45-page assessment report identified a range of vulnerabilities and addressed the following topics: access control, emergency preparedness, and staff and volunteer training
- 32 recommendations were included to mitigate risk and provide a roadmap for safeguarding congregants while maintaining KBI's open and inclusive environment. Some recommendations related to physical security upgrades, including perimeter fencing and outdoor lighting, were within the scope of KBI's site and building improvement project.
- identified top priorities to develop security policies, protocols, and training plans for staff and volunteers.
- Phased approach to policy and protocol development (High Holy Days and OTT):
 - Developing security policies and emergency protocols in coordination with the ED
 - Identifying staff and volunteer training needs.
 - Creating and delivering customized KBI training courses for staff and volunteers.
 - Producing web-based training videos and materials for staff and congregants
 - Dedicated private security for OTT
- A grant to Canada Community Security Program (CCSP) to help cover costs for training and additional security has been submitted and is under review
- Next steps:
 - Enhance security, protocols, emergency response procedures and training for synagogue events, including life-cycle occasions (b'nei mitzvah, weddings, funerals) and community programs such as AJA 50+.
 - In the upcoming months, the Security Advisory Committee will be preparing a longer term plan for security.
 - Recruit new members over the next few months to fill vacancies and keep the committee vibrant.

- SS&A Project – Budget Analysis (request additional funds)
 - o Additional costs needed for fencing to protect trees per city mandate
 - o Additional costs for lighting
 - o Additional costs to remove / relocate water service from Laperriere; proactive measure if we ever chose to sever part of our land
 - o Additional costs to replace / relocate aging sanitary sewer system
 - o Additional costs for gas service relocation due to found gas line that was incorrectly installed (may get partial rebate for Enbridge error)
 - o Additional costs to remove additional debris
 - o Revised budget is \$1,699,111
 - o Grant applications to be submitted for the lighting and other security needs
 - o Additional funds will come from interest / capital gain growth from the endowment fund
 - o 5 next steps projects: gates, redoing the front doors, canopy across the front, chapel entrance, windows

A motion was made by David Lyman and seconded by Norm Ferkin to raise the budget of the SS&A project to \$1.7M in order to expand the scope of the Project to perform repairs and upgrades to sanitary sewer, water main and gas line repairs and improvements.

All were in favour. The motion was carried.

2.3 Conflict of Interest Issues

J. Rudin

A motion was made by Gillian Koh and seconded by Sheldon Wiseman for David Anzarouth to be an employee of the Ottawa Kosher Food Bank.

A motion was made by Arryn Mills and seconded by Norm Ferkin for the board to approve engaging Oren Potechin to lead some youth programs.

All were in favour. The motion was carried.

2.4 Approval of audited Financial Statements

D. Lyman

- Accounting estimates:
 - o Accounting estimating the useful life of our capital assets are reasonable in the circumstances present at June 30, 2025
- Accounting policies:
 - o Accounting policies and related financial statement disclosures are found to be reasonable
 - o No significant accounting policies or significant unusual transactions which would have an impact on the comparability of the financial position and performance of past and future periods
- Matters arising from the audit:

- Revenue / expenses of internal and external restricted funds are recorded directly to the fund account and do not have internal records of revenue or expenses of the funds in the internal records
- Recommended to create revenue and expense accounts similar to GGFL's adjustments at year-ends for the various funds and post the transactions to the various revenue and expense accounts, rather than directly to the fund account balance
- Formal Agreements:
 - No formal agreement in place for the rental income from parking spaces and use of the social hall
 - Recommended to obtain formal agreements that documents the financial and other terms agreed upon by both parties in order to avoid potential disputes
 - Management has already started obtaining certain agreements for rental of the social hall
- Ottawa Talmud Torah Afternoon School:
 - Despite being a separate entity, almost all of the accounting is recorded in the congregation's general ledger and then adjusted to the related party's account
 - Recommended that operations and related accounting for OTT be recorded in a separate general ledger from the congregation with only balances owing between the organizations reflected in the congregation accounts. This will maintain clear delineation of operations
 - Make sure to separate CRA tax reporting under appropriate legal entity and teacher salaries and donation receipts are not reflected in the congregation's financial statements
- Note Receivable
 - In 2008 Beth Shalom transferred property to Beit Tikvah with a transfer of \$100,000 take-back mortgage to be repaid by 2023. A verbal agreement has allowed Beit Tikvah to make repayments as their cash flow allows
 - As of June 30, 2025 there is a \$56,605 balance
 - Recommended that KBI reach out to Beit Tikvah to agree on a new repayment plan with a signed agreement
- Special Purpose Funds
 - KBI has 4 externally restricted and 13 internally restricted special purpose funds
 - The only activity in a majority of these funds is the net investment income allocated to them each year
 - KBI's operating fund is running at a deficit despite the additional funds being transferred to it from the capital fund
 - Recommended to give consideration to whether certain special purpose funds are still serving their purpose for the congregation or whether their resources can be transferred to the operating fund to help support ongoing operations
 - Transfers from internally restricted funds would need to be approved by the Board of Directors but a transfer from the externally restricted funds would require the approval of the original donors.
- David Lyman reported on the final quarter financials. The final quarter revenue was slightly lower than projected after the 3rd quarter largely due to lower donations (which had been projected too optimistically) and due to not receiving an expected

distribution from Jewish Memorial Gardens (though a \$ 14,000 distribution was received just after the end of the fiscal year).

- The final quarter expenses were higher than projected largely due to unplanned air conditioning and plumbing repairs, and legal expenses responding to a former clergy's claims.
- David Lyman then presented the draft financial statements. The auditors presented a clean audit. The auditors did have a number of recommendations for bookkeeping in future years. The Board requested that the Finance Committee study these recommendations and report back to the Board.
- Before considering investment income, for the fiscal year we came in \$370,000 below revenues. The budget planned on using \$270,000 of investment income, so on that metric we are about \$100,000 worse off than planned. On the other hand, the investment income came in about \$890,000. Thus we had a surplus of about \$520,000, which is much better than budgeted. We cannot rely on continuing to see similarly successful investment returns in future years.
- The financial statements demonstrate that our donations (excluding ones that are used wholly to fund special kiddushim) are exceptionally low for a synagogue of our size. Donations make up about 8% of our revenues, where most similar shuls expect to raise 25 to 30% of revenues from non-dues donations.
- Going forward, it is critical that we either significantly increase donations, or failing that, significantly increase dues requested, to be able to ensure financial stability with the staffing and programs.

A motion was made by David Lyman and seconded by Adina Libin to approve the audited financial statement ending June 30, 2025

All were in favour. The motion was carried.

3.0 REPORTING WITH DISCUSSION AND WITHOUT VOTE

3.1 Update on Membership Renewals and Kol Nidre Appeal

Y. Starosta

- TOTAL FULL MEMBERSHIP: 516 households / 762 members
- Household with full dues: 384
- Households with special dues: 71
- Household that did not renew: 61
- Households that have not renewed for 2 years or more: 14
- New Households since July 1, 2025: 13
- Membership by Age:
 - o 0-5: 3
 - o 6-12: 48
 - o 13-18: 57
 - o 19-21: 18

- 22-29: 12
- 30-39: 44
- 40-49: 71
- 50-59: 65
- 60-69: 106
- 70-79: 201
- 80-89: 108
- 90+: 15
- Kol Nidrei Appeal:
 - Total pledged: \$61,870
 - Collected to-date: \$10,834
 - Number of Pledges: 132
 - 12 pledged less this year than last year
 - 18 pledged more this year than last year
 - 79 new pledges this year

3.2 Nominating Committee Report Update

V. Rabinovitch

- comprised of 3 Board members and two KBI members-at-large
- The Board consists of 5 Officers and up to 9 Directors-at-Large. Officers are nominated for terms of up to two-years (and may serve for three terms). Directors-at-large are nominated for up to three years (and may serve for two terms).
- The following individuals are being nominated:
 - Officers (who require election)
 - President – Jaimee Mitzmacher (to serve two years)
 - Vice-President – Sheldon Wiseman (to serve one year)
 - Treasurer – David Lyman (to serve two years)
 - Secretary – Janice Pleet (to serve two years)
 - Immediate Past President – Jeremy Rudin (to serve two years)
 - Directors (who require election)
 - Tina Azarin (three years)
 - Gillian Koh (three years)
 - Emma Malach (three years)
 - Judah Silverman (one year)
 - Directors (not requiring election)
 - Ralph Anzarouth (two years remaining)
 - Jeff Greenberg (final year)
 - Adina Libin (final year)
 - Arryn Mills (two years remaining)
 - Olga Streltchenko (two years remaining)

4.0 REPORTING WITHOUT DISCUSSION AND WITHOUT VOTE

4.1 Committee reports as circulated, if any

Reports received without discussion:

- Director of Youth and Education Programming Report

4.2 Other business raised by any Director

All

No additional business was raised

5.0 IN CAMERA (Personnel issues)

A motion was made by Norm Ferkin and seconded by Sheldon Wiseman to accept the recommendation of the Executive Director search committee.

The motion was carried.

6.0 ADJOURNMENT

The meeting was adjourned at 10:33 PM.

The next board meeting will be held on Thursday, November 27, 2025; in person if possible with Zoom option.