



**THE OTTAWA JEWISH COMMUNITY FOUNDATION  
MEETING OF THE BOARD OF DIRECTORS**

**WEDNESDAY, APRIL 13<sup>TH</sup>, 2016  
MINUTES**

Minutes of a Meeting of the Board of Directors of THE OTTAWA JEWISH COMMUNITY FOUNDATION (the 'Foundation') held at the head office of the Foundation at 4:30PM on Wednesday, April 13<sup>th</sup>, 2016 in Classroom 5 of the Soloway Jewish Community Centre, 21 Nadolny Sachs Private, Ottawa, Ontario K2A 1R9.

**PRESENT:** Paul Finn, Michael Landau (Chair), Mitchell Leitman, Lynne Oreck-Wener, Lorne Segal, Fred Seller and Gillie Vered;  
via teleconference: Howard Geller, Leiba Krantzberg and Debbie Weinstein.

**INVITED GUESTS:** Linda Kerzner and Jeff Miller.

**STAFF:** Mike Bazuk, Shelley Crawford, Andrea Freedman and Arieh Rosenblum.

**APOLOGIES:** Rabbi Bulka, Jonathan Freedman and Mitchell Leitman.

**MEETING CALLED TO ORDER:**

Michael called the meeting to order at 4:35PM and welcomed all in attendance.

**APPROVAL OF MINUTES:**

Michael asked if there were any questions arising from the meeting minutes of March 9, 2016. No questions or business were raised and a motion to approve the meeting minutes was made:

Moved by: Lorne Segal  
Seconded by: Gillie Vered  
Approved Unanimously

**PRESIDENT'S REPORT:**

Andrea Freedman presented her report on activities of the Foundation since March; there were no questions. Andrea noted that a decision on this year's WCEF grantee is expected on April 22<sup>nd</sup>, and that the deadline for Cooper scholarship applicants is midnight tonight. It was further noted that the revised committee terms of reference will be presented at the May meeting for approval.

**CHEDER RAMBAM ALLOCATION:**

Andrea reviewed the unification of Cheder Rambam and Torah Academy and how the situation affects fund allocations following the unification. With respect to CEC funds, the gift agreements contain language governing a scenario where an agency ceases to exist and it's the Foundation's responsibility to interpret and respect the donors' wishes. As with the decision that had to be made with respect to funds that supported the high school, a sub-committee was convened to review and make a recommendation about funds that support Rambam. Andrea explained the various considerations discussed by the sub-committee.

Ultimately, the sub-committee offered the following recommendation:

- Disburse 50% of the 2016 undesignated Rambam CEC allocation to Rambam, and 50% to the unified Orthodox day School, with 100% being allocated to the unified Orthodox day school in subsequent years;
- CEC donors with designations to Rambam will be allowed a one-time, permanent re-allocation of funds;
- CEC and non-CEC donors, where there is no advisor or the advisor does not respond, the default designation will be the Orthodox day school.

All questions were answered to Board members' satisfaction and a motion was made to accept the sub-committee's recommendation:

Moved by: Gillie Vered  
 Seconded by: Lorne Segal  
 Approved Unanimously

**FINANCIAL AND INVESTMENT UPDATE:**

Shelley provided an update on the Foundation's financial and investment activities, explaining that Foundation saw a return of -2.7% from January to February; however, March's results appear to be positive. Shelley reviewed the asset mix, noting the allocations are in compliance with the parameters outlined in the IPS. Shelley then discussed that, in March, funds were withdrawn from the portfolio in order to fulfill the 2015 fund disbursements, and detailed the transactions. There were no questions.

**APPROVAL OF THE 2015 AUDITED FINANCIAL STATEMENTS:**

Jeff Miller was invited to present the *Audited Annual Financial Statements for the year ending December 31 2015*, and offered to answer any questions. Jeff then discussed the audit process and offered general comments and highlights on the results. Jeff outlined a correction to the draft document that will be made following the meeting. Shelley noted that the Finance & Audit committee did meet to review the statements and recommends their approval.

All questions were answered to Board members' satisfaction and a motion was made to approve the 2015 audited financial statements, notwithstanding the correction to be made to the document:

Moved by: Paul Finn  
 Seconded by: Lorne Segal  
 Approved Unanimously

**BOARD DEVELOPMENT COMMITTEE REPORT:**

Lynne reviewed the reports as circulated in the meeting package and provided an overview of the two motions to be presented at the 2016 Annual General Meeting ("AGM"). Lynne detailed the special resolution to pass the proposed by-law change to increase the Board size from 12 to 13. There were no questions and Lynne asked for a motion to approve putting forth a special resolution at the June 8th 2016 AGM to approve the changes to Article III of the bylaws as proposed in the April 13 2016 memo.

Moved by: Lynne Oreck-Wener  
 Seconded by: Gillie Vered  
 Approved Unanimously

Lynne detailed the proposed Board slate for 2016/2017, noting that Rabbi Bulka and Howard Geller are now at the limit of allowable service. She explained that Adina Libin and Lawrence Soloway have been nominated to stand for election, along with Lawrence Weinstein pending the approval of the proposed by-law change, and that Mitchell Leitman stands for re-election.

Lynne then asked for a motion to approve the slate of names to stand for election at the June 8th AGM to fill

the vacancies required for the 2016/2017 Board year, including the nomination Lawrence Weinstein to stand for election, pending the approval of the special resolution to increase the Board size.

Moved by Lynne Oreck-Wener  
Seconded by Lorne Segal  
Approved Unanimously

Lynne reviewed the officer positions that will stand for election at the Board meeting immediately following the AGM. Lynne thanked the members of the Board Development committee and Andrea for their time and effort. Michael and Lynne thanked Rabbi Bulka and Howard Geller for their dedication of time, expertise and service to the Board.

**FUNDRAISING DISCUSSION:**

Arieh spoke further to the New Commitments report noting that six additional funds are in process, one of which being of significant value, and a number of Legacy discussions nearing completion. He also discussed the new Pipeline format and the organic approach to prospect development. Arieh then reviewed an initiative to begin assisting local synagogues in launching their own Legacy campaigns, proceeds from which would be housed and administered by the Foundation. This model will encourage institutions to open funds with Foundation and use their own staff, volunteers and constituents to raise funds and Legacy commitments for their fund. This led to a robust discussion with respect to how Foundation utilizes its staff, resources and brand to raise funds for the community and the organizations that support it. It was ultimately determined that a greater and more focused discussion would be necessary on the subject.

**COMMITTEE UPDATES:**

Michael asked if there were any questions or business arising from the committee updates that were previously circulated; none was raised. Andrea noted that the approach to learning opportunities at Board meetings, typically occupied by agency presentations, is being assessed and will be discussed at the next meeting. Andrea also provided a quick update on Federation's database conversion, noting that the new database has gone live and is going well so far. Lynne noted that the WCPP is now promoting its Mother's Day tribute card initiative in support of the Women's Collective Endowment Fund.

**GOOD AND WELFARE:**

Michael asked if there was any good and welfare and wished everyone a happy Pesach.

**ADJOURNMENT:**

Michael thanked everyone for their participation and adjourned the meeting at 5:40PM.