



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

WEDNESDAY, NOVEMBER 20, 2013

MINUTES

Minutes of a Meeting of the Board of Directors of THE OTTAWA JEWISH COMMUNITY FOUNDATION (the 'Corporation') held at the head office of the Corporation on Wednesday, November 20, 2013 at the hour of 4:30PM, in the Boardroom at 21 Nadolny Sachs Private, Ottawa, Ontario K2A 1R9.

PRESENT:

Lynne Oreck-Wener (Chair), Richard Roth, Diane Koven, Lorne Segal, Shelley Appleby-Ostroff, Joel Selter, Michael Landau, Mitchell Leitman, Howard Geller (Partial)

GUESTS:

Barry Sohn (President, Soloway Jewish Community Centre) (Partial), Bernard Shinder (Past Chair, OJCF), Harold Feder (Past Chair, OJCF)

STAFF:

Andrea Freedman (CEO), Leslie Kaufman (Vice President, Corporate Services), Jared Isaacson (Assistant Director), Shelley Crawford (Financial Officer), Rebecca Nagrodski (Recorder)

APOLOGIES:

Steven Lesh, Steven Kimmel (Chair, Jewish Federation of Ottawa), Sara Kardish (Observer)

MEETING CALLED TO ORDER:

Lynne Oreck-Wener thanked everyone for attending and called the meeting to order at 4:32PM.

PRESENTATION FROM THE SOLOWAY JEWISH COMMUNITY CENTRE:

Lynne Oreck-Wener introduced Barry Sohn and thanked him for joining the meeting to make an agency presentation to the members of the Board.

Barry gave an informative presentation on the overall programming and operations of the Soloway Jewish Community Centre. He responded to all questions posed by the Board.

APPROVAL OF MINUTES:

A motion was made to approve the September 11 2013 Minutes of the Board of Directors as distributed.

Moved by: Lorne Segal

Seconded by: Shelley Appleby-Ostroff

Approved Unanimously

BUSINESS ARISING FROM THE MINUTES:

All questions were answered to the members' satisfaction.

PRESIDENT'S REPORT:

Andrea Freedman presented her report on the activities of the Foundation since September 11 2013.

The following information was highlighted:

- As the Foundation's Strategic Plan is ending, the Foundation will soon begin the process of drafting a new strategic plan. Michael Landau has agreed to chair this process; additional information will be provided at the next board meeting.
- Staff is working to develop the Foundation's pipeline of interested donors. It was explained that the tracking of this pipeline and the necessary follow up work is essential and that this will become an ongoing agenda item for the board.

OJCF BOARD RETREAT – FOLLOW UP DISCUSSION:

Andrea Freedman presented the results of the OJCF Board Retreat survey; it was acknowledged that the feedback was rather mixed.

The following items were addressed:

- In hindsight, staff should have taken the time to make the afternoon more of a retreat experience and provided the members with more of an opportunity to bond as a group.
- In the future, staff will make sure that any facilitator is knowledgeable about the Foundation in advance of their presentation.
- In terms of the concepts that were presented by Robert Kleinman (from the Jewish Community Foundation of Montreal), the members felt that the Foundation needs a better understanding of philanthropy within the Ottawa Jewish Community before beginning any new initiatives. The members were open to keeping these concepts in mind as the Foundation moves forward with its strategic plan.

- The members also agreed that for the moment, the Foundation's main focus must be on fundraising strategies and the development of the Foundation's pipeline.

KEY PERFORMANCE INDICATORS DISCUSSION:

Andrea Freedman presented the Key Performance Indicators for the Board's review and feedback. It was explained that staff have completed the high level section of this document and that more information will be made available to the community in the coming months.

All other questions were answered to the members' satisfaction.

NEW COMMITMENTS REPORT:

Jared Isaacson presented the New Commitments Report since September 11 2013.

The following items were discussed:

- The WCPP Committee is the process of reconsidering the annual fundraising goal for the Women's Collective Endowment Fund in order to make it more achievable.
- Moving forward, the board may wish to consider how much effort they want to put into the tribute card program given its decreasing value over the years. It was suggested that once the new online donation system is implemented, it will be essential to track the tribute card donations to better understand the true value of the program. The members also discussed the idea of exploring e-card possibilities in the future.
- It was emphasized that the Foundation plans to take advantage of any opportunity to connect with donors in order to better understand their needs and philanthropic wishes.

INVESTMENT/FINANCIAL UPDATE:

Shelley Crawford presented an update on all Investment/Financial activities; all questions were answered to the members' satisfaction.

OJCF BUDGET PRESENTATION – 2014:

On behalf of the Audit Committee, Shelley Crawford presented the 2014 OJCF Budget for the board's review and approval.

A motion was made to approve the 2014 OJCF Budget as distributed.

Moved by: Howard Geller

Seconded by: Michael Landau

Opposed: Joel Sector

COMMITTEE UPDATES:

Jared Isaacson presented an update on all active committees; the members were satisfied with the information provided.

OTHER BUSINESS:

2014 Annual Campaign Update:

Andrea Freedman reported that as of November 20 2013, the 2014 Annual Campaign has raised 3.47 million dollars and remains on track to exceed the results of the 2013 Annual Campaign.

Centre for Jewish Philanthropy:

Andrea Freedman presented an update on the Centre for Jewish Philanthropy Project; she emphasized that following the conclusion of the 2014 Annual Campaign, there will be a need to evaluate this project and determine the next necessary steps. All other questions were answered to the members' satisfaction.

ADJOURNMENT:

A motion was made to adjourn the November 20 2013 meeting of the OJCF Board of Directors.

Moved by: Lorne Segal

Seconded by: Richard Roth

Approved Unanimously

The meeting was adjourned at 6:30PM.

Approved January 15 2014