



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

**WEDNESDAY, SEPTEMBER 3RD, 2014
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, September 3rd, 2014 in the Boardroom of the Soloway Jewish Community Centre, 21 Nadolny Sachs Private, Ottawa, Ontario K2A 1R9.

PRESENT: Paul Finn, Howard Geller, Michael Landau, Mitchell Leitman, Steve Lesh, Lynne Oreck-Wener (Chair), Richard Roth and Fred Seller.

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

INVITED GUESTS: Steven Kimmel.

APOLOGIES: Rabbi Reuven Bulka, Harold Feder, Leslie Kaufman and Lorne Segal.

MEETING CALLED TO ORDER:

Lynne Oreck-Wener thanked everyone for attending and called the meeting to order at 4:35PM. Lynne took a moment to welcome new Board members Rabbi Reuven Bulka, Paul Finn and Fred Seller. Lynne also welcomed the new Director of Development for Foundation and Federation, Arieh Rosenblum. Arieh expressed his dedication and commitment to the community and to the importance of increasing fundraising efforts. All present Board members and staff introduced themselves and their roles within Foundation.

CONFIDENTIALITY AGREEMENTS:

Board members were asked to sign and submit new confidentiality agreements. It was asked at which frequency new confidentiality agreements would be required and Andrea clarified that new confidentiality agreements will be an annual requirement.

APPROVAL OF MINUTES:

A motion was made to approve the Board of Directors May 14th, 2014, June 10th, 2014 and June 25th, 2014 meeting minutes.

Moved by: Mitchell Leitman
Seconded by: Richard Roth
Approved Unanimously

PRESIDENT'S REPORT:

Andrea Freedman presented her report on activities of the Foundation since May 14th, 2014. She noted that in addition to the numbers reported in the New Commitments Report, there has since been a B'nai Mitzvah fund opened following preparation of the report. Additionally, 37 Rosh Hashanah cards had been sold through the tribute card program and this number is expected to rise.

Andrea discussed that Prime Quadrant will soon be preparing and submitting a proposal with respect to facilitating the Power Evening event. Andrea overviewed details of the potential event and there was a brief discussion regarding the event; all questions were answered to the Board members' satisfaction.

INVESTMENT MANAGER FEE SITUATION UPDATE AND DISCUSSION:

Shelley Crawford explained that Foundation staff became aware that one of the asset managers was owed a significant performance fee following the issuing of Foundation's financial statements and annual report. Shelley presented the latest information and a very robust discussion was held. All angles of the situation were considered and all questions were answered to directors' satisfaction. Next steps were discussed and appropriate recommendations were made.

BUSINESS PLAN PROGRESS REVIEW:

Andrea presented the Key Performance Indicators and the New Commitments Report and noted that there is much work to do before years end. It is essential that fundraising efforts be maximized in order to take advantage of the last quarter to improve results. Andrea also discussed that the Key Performance Indicators will be revised in the future in addition to the types of tracked metrics.

The Board also discussed holding a meeting of the Past Chairs in the coming year. It was noted that in previous efforts attendance had been an issue. The Board ultimately decided that it would be beneficial to arrange for a meeting of the Past Chairs.

FOUNDATION PIPELINE UPDATE:

Arieh Rosenblum presented a substantial donor Pipeline update to the Board. He outlined the various cosmetic and informational changes to the document that will improve its usefulness as a tool in strategizing canvasses and recording progress. The Board had questions concerning expectations and involvement and Arieh answered these questions to the Board's satisfaction. He also requested that any progress or updates with respect to potential donors be forwarded to either Arieh himself or Mike Bazuk in order to keep the Pipeline updated.

Arieh then presented a Pipeline exercise in which he introduced a number of names from the Pipeline for the Board's discussion. It was a robust discussion in which a number of fresh approach ideas were brainstormed to renew canvassing strategies and generate further interest.

Arieh reviewed the various giving vehicles for potential donors and stressed the importance of face to face meetings and building relationships to enable donors to give. All Board members were encouraged to review the Pipeline document in detail and to undertake potential assignments.

INVESTMENT/FINANCIAL UPDATES:

Shelley presented the investment and financial update and all questions were answered to Board members' satisfaction.

COMMITTEE UPDATES:

Andrea presented an update on all active committees and no questions were brought forth.

GOOD AND WELFARE:

As this was Jared Isaacson's last Foundation Board of Directors meeting, Lynne thanked Jared for his years of service, dedication and commitment to the Foundation and the community. Lynne and the Directors wished Jared well in all of his endeavors.

ADJOURNMENT:

The meeting was adjourned at 6:00PM and Lynne thanked everyone in attendance.