

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



OTTAWA JEWISH  
COMMUNITY FOUNDATION

**MONDAY, MAY 14, 2012**

**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 Monday, May 14, 2012 at the hour of 4:30 pm, in the Social Room of the Joseph and Rose Ages Family Building, 21 Nadolny Sachs Private, Ottawa, Ontario K2A 1R9.

**PRESENT:** Richard Roth (Chair), Harold Feder, Yoni Freedhoff, Steven Lesh and Mark Shabinsky

**APOLOGIES:** Ken Ages, Shelley Appleby-Ostroff, Eddy Cook, Diane Koven, Lynne Oreck-Wener, Rony Podolsky (President) and Shelley Crawford (Chief Financial Officer)

**STAFF:** Jared Isaacson (Assistant Director) and Rebecca Nagrodski (Recorder)

**MEETING CALLED TO ORDER AND OPENING REMARKS:**

Richard Roth called the meeting to order at 4:35 p.m.

**APPROVAL OF MINUTES:**

A motion was made to approve the April 03, 2012 minutes of the Board of Directors.

Moved by: Steven Lesh  
Seconded by: Mark Shabinsky  
Approved Unanimously

A motion was made to approve the May 02, 2012 minutes of the Board of Directors.

Moved by: Mark Shabinsky  
Seconded by: Steven Lesh  
Approved Unanimously

**BUSINESS ARISING FROM THE MINUTES:**

***Collaborative Fundraising Model Initiative*** – It was confirmed that Harold Feder, Richard Roth, Jared Isaacson and Rony Podolsky are continuing to ensure that OJCF information is included on all CFM material. It was also confirmed that canvasser training is scheduled to take place in August and that all Board members will be invited to attend this event.

***Donor Recognition Protocol*** – It was confirmed that the new Donor Recognition Protocol has been successfully implemented and remains an ongoing priority.

***Life Insurance Policy Acquisition*** – Harold Feder reported that he had obtained the necessary information from the financial planner and that it would not be necessary to bill for the premium.

***Annual General Meeting*** – It was reported that the necessary preparations for this event are well under way.

***2011 Financial Audit*** – The members were reminded that this document was approved during their special teleconference on May 02 2012.

**PRESIDENT'S REPORT:**

In Rony Podolsky's absence, Jared Isaacson presented the President's report. The following information was highlighted:

- OJCF Staff are in the process of implementing the new logo and branding into all electronic and hard copy materials.
- For the second year in a row, the special Mother's Day Tribute Card initiative (via the Women's Collective Philanthropy Committee) was a wonderful success and raised \$920.
- OJCF, along with the Federation, is in the process of interviewing a replacement database administrator;

**CASH GIFTS REPORT:**

In terms of the Cash Gifts Report, it was agreed that the format should be changed in order to better represent when gifts are received from bequests or wills.

**LEGISLATIVE COMPLIANCE REVIEW:**

It was reported that the OJCF continues to comply with all financial legislation and that arrangements are being made for both Richard Roth and Debbie Halton-Weiss (Chair, JFO) to sign an annual document to this effect.

**INVESTMENT UPDATE:**

It was reported that at present, the OJCF Investment Committee is examining alternative investment strategies and how they could help to minimize financial risk.

**ANNUAL GENERAL MEETING:**

It was confirmed that the preparations for the Annual General Meeting are underway and that it is expected to be a great event.

### **BOOK OF LIFE PROJECT:**

In terms of the Book of Life Project, the following action items were assigned:

- During the Book of Life Ceremony, OJCF staff will ensure that both existing and future fund holders are featured.
- OJCF Staff will ensure that the official launch of the Book of Life is professionally filmed and later posted to the OJCF website.
- Harold Feder will connect with Jeff Bradshaw regarding potential signatories from emerging generation leaders for the Book of Life.
- The Book of Life Committee will work closely with the Marketing Committee in order to ensure the successful promotion of this event.

### **G.J. COOPER SCHOLARSHIP:**

It was reported that Chelsea Sauv , a graduate of Carleton University, is the winner of the 2012 George Joseph Cooper Scholarship Award.

In terms of the George Joseph Cooper Scholarship Award for 2013, it was agreed that the Scholarship Committee will need to discuss the following issues via teleconference:

- The possibility of adding the requirement of an essay question where the applicant would need to explain why they are applying for the award
- The idea of the applicants having to demonstrate some financial need in order to qualify for the award
- The possibility of adjusting the grading of the different components of the scholarship application

It was confirmed that in making any changes to the George Joseph Cooper Scholarship Award, the committee would need to review the original wording in the will as the funds are bound to the letter of the law.

### **COMMITTEE UPDATES:**

Jared Isaacson presented an update on all active committees; there were no questions or concerns.

### **OTHER BUSINESS:**

#### **Foundation Day:**

It was confirmed that the OJCF is still seeking speakers for both Congregation Beit Tikvah of Ottawa and the Adath Shalom Synagogue; it was ultimately decided that if a volunteer cannot be found, it might be necessary to ask the Rabbi to speak on the Foundation's behalf in order to ensure a successful event.

**ADJOURNMENT:**

It was confirmed that the next OJCF Board of Directors meeting will take place immediately following the Annual General Meeting on **Wednesday, June 13, 2012.**

The meeting was adjourned at 5:45 p.m.

*Approved August 15, 2012*