



THE OTTAWA JEWISH COMMUNITY FOUNDATION

Summary 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 February 19th, 2009 at the hour of 4:30 pm, in the Main Board Room of the Joseph and Rose Ages Family Building, 21 Nadolny Sachs Private, Ottawa, Ontario K2A 1R9.

PRESENT: Roger Greenberg (Chair), Len Farber (partial), Michael Landau, Steven Lesh, Ingrid Levitz, Seymour Mender, Judah Silverman, Pam Stelcner (partial), Gillie Vered

APOLOGIES: Ken Ages, Eddy Cook, Harold Feder, Bonnie Merovitz, Chuck Merovitz, Richard Roth, Allan Taylor, Susan Weisman

STAFF: Francine Paulin – Recorder, Jack Silverstein

MEETING CALLED TO ORDER AND OPENING REMARKS:

Roger thanked everyone for attending and called the meeting to order at 4:32 p.m.

Roger introduced Mark Palmer from Tamir and thanked him for joining the meeting to make an agency presentation to the members of the Board.

Tamir Presentation

Mark made a 20 minute PowerPoint presentation on the various aspects of Tamir, including a Q&A session.

APPROVAL OF MINUTES:

A motion was made to approve the November 25th, 2008 minutes and it was approved unanimously by the members of the Board.

BUSINESS ARISING FROM THE MINUTES OF NOVEMBER 25TH, 2008:

No comments and/or questions were put forth by the Board.

INTERACTIVE BOARD DISCUSSION:

A memo pertaining to the interactive discussion topic on the role of the professional in fundraising was circulated to the Board prior to the meeting. Jack initiated the discussion with the Board and provided feedback on the individual recently hired as the new OJCF Assistant Director. Roger commented that during this discussion, Board members should reflect on this subject matter from the prospective of the donor being canvassed.

Roger thanked everyone for their views. The consensus on the subject matter was that having more staff involvement in donor solicitation is a good concept to move the organization forward.

PRESIDENT'S REPORT:

A report prepared by Jack was circulated to the Board prior to the meeting. Board members were given the opportunity to put forth questions and/or comments pertaining to the Report. Jack elaborated on the Investment Institute Conference which he and Richard Roth attended in Florida the first week of February. Jack reported on the outcomes shown in the 2008 projection chart.

CAPITAL INCREMENT REPORT:

The Capital Increment Report as of December 31, 2008 was circulated to the Board prior to the meeting. Board members were given the opportunity to put forth questions pertaining to the Report.

2008 YEAR END REVIEW AND INVESTMENT COMMITTEE UPDATE:

On Richard Roth's behalf, Roger reviewed the investment materials circulated to the Board prior to the meeting. Roger commented that an open, transparent letter on the 2008 investment results will be distributed to OJCF donors. Board members were given the opportunity to put forth questions pertaining to the investment Reports. Board members were satisfied with the material provided.

ALLOCATION FOR 2008:

The 2008 Allocation Planning Report was circulated to the Board prior to the meeting. Jack reviewed the report with the members of the Board.

After considerable discussion, a motion was proposed that the allocations for 2008 be 3.5% of the average capital and it was approved unanimously by the members of the Board.

A motion was proposed that the allocations for 2008 for the undesignated funds be distributed to the Jewish Federation of Ottawa Annual Campaign and it was approved unanimously by the members of the Board.

2008 BUSINESS PLAN REVIEW:

A memo summarizing an evaluation of the measurable goals from the 2008 Business Plan was circulated to the Board prior to the meeting. Board members were given the opportunity to put forth comments or questions pertaining to the memo. Board members were satisfied with the content of the summary.

NEW BUSINESS:

Board Solicitation: Roger commented that in the 2009 Business Plan, the Board agreed that to show leadership by having Board members make a meaningful contribution to the OJCF. Roger reported that he is currently canvassing the members of the Executive Committee and once completed will be soliciting the members of the Board.

Gift Acceptance Policy: A copy of the Gift Acceptance Policy with proposed revisions to the Policy was circulated to the Board prior to the meeting. Comments were put forth which concluded that the Policy needs further review before its approval. Roger asked Jack to discuss the Policy details with Len Farber who has extensive knowledge and expertise in Canadian Business Laws and charitable giving. The Gift Acceptance Policy will be revisited at the next Board meeting.

COMMITTEE UPDATES:

Marketing Committee and Community Endowment Campaign (CEC) updates were circulated to the Board prior to the meeting. Board members were given the opportunity to put forth questions and/or comments pertaining to the reports.

OTHER BUSINESS:

Roger commented that summaries of the January 5th and February 9th Executive Committee meetings have been circulated to the Board via email. It was noted that the content of the summaries are confidential and are privy to OJCF Board members only. Board members were given the opportunity to put forth questions and/or comments pertaining to the summaries.

Jack announced that Foundation Day will be celebrated this year in the local shuls on Thursday, April 16th, the 8th day of Passover. Jack commented that the OJCF offers to the participating shuls to sponsor kiddish on that day and where possible, the OJCF will be looking for volunteers from the Board to represent the OJCF in saying a few words to the congregants.

ADJOURNMENT:

A motion was made to adjourn the meeting at 6:20 p.m. and it was approved unanimously by the members of the Board.