



COMMITTEE: BOARD OF DIRECTORS	MEETING MINUTES
DATE/TIME:	Monday, May 4, 2020; 12 Noon – 2pm ET
LOCATION:	Zoom video conference
ATTENDEES:	Judy Halper and Perry Ohren, Chairs; Julie Chapnick, Joan Grayson Cohen, John Colborn, Kim Coulter, Sandy Muskovitz Danto, Claudia Finkel, Susan Friedman, Jordan Golin, Paula Goldstein, Robert Hyfler, Mark Hetfield, Michael Hopkins, James Kahn, Stephan Kline, Erik Lindauer, David Marcu, Jay Miller, Lori Moss, Brian Prousky, Larry Reader, Leslie Reis, Ray Silverstein, Andrea Steinberg, Aviva Sufian, Roselle Ungar. Staff: Reuben Rotman, Lisa Loraine Smith.
NOT PRESENT:	June Gutterman, Leonard Petlakh.
QUORUM/CALL TO ORDER:	The meeting was called to order at 12:15 pm ET. A quorum was present.
AGENDA:	<ol style="list-style-type: none">1) Welcome/Approval of Officers2) Approval of Agenda¹3) CEO's Report4) Board Operations and Administration5) Committee Reports/Action Items6) Meeting Schedule and Adjournment
VOTES TAKEN / ELECTIONS/ACTIONS TAKEN/DECISIONS MADE	<ul style="list-style-type: none">○ A motion to elect the slate of officers for FY 2020/21 was made by Paula Goldstein, seconded by Robert Hyfler and unanimously approved.○ A motion to approve the agenda for the meeting was made by Erik Lindauer, seconded by Stephan Kline and unanimously approved.○ A motion to approve the minutes of the meeting of February 9, 2020 was made by Paula Goldstein, seconded by Lori Moss and unanimously approved.○ A motion to approve the attached resolution² to update the signatories on the NJHSA bank accounts was made by Erik Lindauer, seconded by Sandy Muskovitz Danto and unanimously approved.○ A motion was made by Perry Ohren and seconded by Paula Goldstein to cancel the 2020 Executives' Networking Forum and to transition the meeting to a virtual session and was unanimously approved.
KEY DEVELOPMENTS/DECISIONS REPORTED:	<p>Perry Ohren chaired the beginning of the meeting to facilitate the election of the new slate of officers for FY 2020/21. He noted that as this meeting is a transition meeting, it includes members of the Board of FY 2019/20, as well as members of the Board of FY 2020/21. Judy Halper assumed the role of Chair following the election of the officers.</p> <p>For the CEO Report, Reuben Rotman reviewed NJHSA responses which have been developed to support agencies as they navigate the changing dynamics associated with COVID-19. Reuben also summarized the impact of the National Pandemic Emergency Coalition, of which NJHSA is a member and noted the PPE distribution effort and NJHSA's participation in program development initiatives to address community needs during the upcoming summer and beyond.</p> <p>Judy Halper thanked Board members who have agreed to accept positions as Committee Chairs and noted that all Board members will be given the opportunity to revisit their committee assignments.</p>

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Susan Friedman announced that she will be chairing Board Education efforts during the coming year and to begin an Orientation meeting will be held in June for both new board members and those continuing.

Judy reminded the Board that each year a campaign is conducted to raise operating funds to support NJHSA. She explained that she will be administering this campaign together with John Colborn. She noted that all Board members will be encouraged to support the campaign with a meaningful gift, respecting the fact that NJHSA is one of many philanthropic priorities for each Board member. She also noted that this year's campaign will make an effort to secure gifts from beyond the Board.

Erik Lindauer reviewed the annual requirement to collect conflict of interest disclosures from each board member and he also noted the listing of board responsibilities which each member is asked to affirm when returning the conflict of interest acknowledgment.

The following reports were shared on behalf of committees:

2020 Annual Conference: Roselle Ungar reported that, following the cancellation of the physical conference in Dallas, a survey was administered to guide the scheduling and content of the virtual conference replacing it. From that survey it was agreed that sessions would be scheduled throughout the remainder of the year, with the majority offered by the end of the summer. It was also noted that the three plenary sessions will be held (two of the sessions have been scheduled to date) and those workshop sessions that have content that could be connected to COVID-19 will also be offered. Roselle also noted that approximately \$60,000 of the almost \$70,000 that had been pledged in sponsorship contributions are estimated to be retained. The majority of conference registrations are being refunded and a small percentage requested credits toward a future conference, while close to \$17,000 of registration monies have been donated to the Network.

2020 Executives Networking Forum: Lisa Loraine Smith reported on behalf of Karen Mozenter and Carl Josehart, Chairs of the Forum. She shared their recommendation to cancel the in-person conference, which was scheduled for November 14-16 in Scottsdale, and instead to offer a virtual session addressing the topic of financial sustainability and scenario planning in response to COVID-19. Lisa also noted that separately NJHSA is working on offering a year-long cohort-based opportunity on this topic for up to 25 member agencies. A funding request is pending with the Weinberg Foundation which has expressed preliminary interest.

Advocacy: Aviva Sufian reported that the membership of Advocacy Committee has been expanded and it has been meeting regularly to highlight areas of concern related to COVID-19 and to support advocacy efforts on both the State and Federal levels. Advocacy efforts have been successful in securing flexibility from the US federal government to use funds previously allocated for congregate nutrition sites to now support home delivered meals and to also ensure greater flexibility with telehealth and mental health services and SNAP. NJHSA has also supported efforts to educate on the PPP loan from the Small Business Administration and sponsored a webinar on this effort with other faith based human service associations. Aviva noted that NJHSA is beginning to see deeper efforts in advocacy being administered by our agencies on the local level and NJHSA is proud to be working to strengthen those efforts.

Budget and Finance: David Marcu noted the delay in convening the Budget and Finance Committee to review the March statements, as the outsourced accounting staff from Jewish Federation of Northern NJ was furloughed during much of April and the statements were only just prepared very recently. Reuben then reviewed key highlights and noted a new grant of \$50,000 was received from the Weinberg Foundation in support of NJHSA's COVID-19 response efforts. He also noted that the statements reflect the financial impact of the cancellation of the annual and

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	<p>executives’ conference, along with planned regional and in person board meetings. He explained that these changes, both on the revenue and expense side, along the new grant funding, have helped to mitigate losses this year. Lastly, Reuben noted that an application for a forgivable Paycheck Protection Program loan through the Small Business Administration was recently approved. The loan is intended to assure that the Network retains adequate liquidity to continue to function and fully employ its staff during the COVID-19 crisis. The initial amount approved appears to be lower than the amount for which the Network may be eligible, and the Bank has agreed to revisit the calculation to ensure a loan in the eligible maximum amount. Reuben agreed to follow up on this item and to share final updates with the full Board once confirmation is secured from the SBA.</p> <p>International Taskforce: John Colborn reminded the Board that a time limited taskforce has been established to address the extent to which NJHSA carries out its status as an international membership association. He noted that the committee has held one meeting to date but did acknowledge the differences that exist between the level of engagement of Canadian and Israeli member agencies. He explained that discussion will be held with the European Council of Jewish Communities, a sister European based association to explore potential collaborations.</p> <p>Judy Halper reported on behalf of the Membership Committee and noted that five new member agencies have joined NJHSA since January 2020. She also presented the Committee’s recommendation to create three additional categories of Affiliate membership (affiliate, supporting and student). In the discussion that followed, the Board recommended that the names, benefits, fees and other matters assigned to these categories be reviewed to ensure clarity and consistency with the Affiliate membership provisions of the By-Laws, Judy agreed to bring an updated recommendation to the Board at its next meeting.</p>
DISCUSSION ITEMS OF INTEREST	<ul style="list-style-type: none"> ○ In reviewing the financial statements, the Board expressed an interest in reviewing multiple financial/liquidity scenarios for FY 2021, in light of COVID-19 and the concerns regarding the economic impact on both NJHSA member agencies and the NJHSA operating model of convening in person conferences. ○ A suggestion was also made to provide increased detail to the members on the financial benefits NJHSA can provide to Member Agencies in light of the continuing impact of COVID-19.
TASKS / ASSIGNMENTS / FOLLOW UP:	<ul style="list-style-type: none"> ● Annual conflict of interest disclosure forums and committee selection forms will be sent to the Board for completion, signature and return to the Network office. ● A doodle poll will be circulated to select a date for the Board orientation.
NEXT MEETING DATE / AGENDA	<p>Next meeting date: Monday, July 27, 2020 Time: 11:00 am – 1:00 pm ET Location: Zoom video conference.</p> <p>NOTE: The Board agreed to cancel its originally scheduled meeting of July 26, which was to be held in New York City from 9am-3pm.</p>
MINUTES TAKEN BY:	Paula Goldstein