

**Lerner Jewish Community Day School**

**Meeting of the Board of Directors**

**Tuesday, December 8, 2015**

**6:30-8:30 pm**

**In attendance:** Christy Brooks (late), Sally Brown, Jonathan Dayan, Hollis Gauss, Norma Gindes, Richard Goldberg, Norah Goldman, Etan Gumerman, Elyza Halev (late), Andrew Janiak, Tal Lewin-Wittle, Jon Lovins, Grace Marion, Marlo Wilcox, Kathryn Wolf

**Absences:** Phil Seib,

- I. Welcome 15 minutes
  - A. Candle Lighting
  - B. Announcements: We are partners with the Federation in the PJC. As partners, both groups are taking responsibility for reducing/retiring the \$3.5 million remaining debt. As leaders we are asked to support this campaign early with a gift. None of us are on the donor list. Norah moves that we support the RTD campaign. Sally seconds. Motion passes unanimously.
  
- II. Presentation - Capital Development Services: Retire the Community Debt campaign - 30 mins
  - A. Michelle Schneider, Senior Counsel, CapDev (slide deck available)
    - 1. concern about retiring debt as goal; anything that campaign focuses on reducing the debt
    - 2. expand the impact of the Annual Campaign
    - 3. new brochure (1 pg) -- message: these are impacts of reducing the debt for Federation and for Lerner (to be reviewed by both organizations)
    - 4. Targeted major gift effort; donor prospect research; joint review of prospects, comprehensive/joint asks for RTCD and Endowment?
    - 5. Review Naming Opportunities (any at Lerner?)
    - 6. Planning through Feb 2016
    - 7. Lead and Major gift implementation March 2016 -
  - B. Discussion ensues
  
- III. Endowment update and prospect review - Tal 15 minutes
  - A. February 2016 PEJE milestone: needed \$170K pledge gifts, already hit \$185K
  - B. Prospect Rating Sheet
  
- IV. Security update - Allison 10 minutes
  - A. Review of upcoming events
  - B. Update on security
    - 1. annual review
    - 2. upcoming RAVSAK training
    - 3. Security Committee led by Katherine Wolf
    - 4. listen to parents who approach and assure them
  - C. questions ensue regarding security
    - 1. audited by both local police and FBI
    - 2. safety drill information is not shared with parents or community members
      - a) procedures are in handbook
    - 3. reiterate safety procedures with the creation of the new committee
  - D. community looking at community-wide lockdowns

- V. Finance Update & Tuition Setting - Sue Egnoto 50 minutes
- A. Jonathan makes a motion to extend the meeting to 8:40 as necessary, Richard seconded. All in favor and so moved
  - B. New Quickbooks set up, new IT
  - C. Presentation on Tuition setting
    - 1. Since running deficit budgets, we've cut \$270K of line items
    - 2. Flexible tuition is up to 60% of families; average tuition is lower than highest; 30% more than it was 2 years ago
    - 3. gave \$370K in flexible tuition, need stated at close to \$600K
    - 4. historical staff raises? elementary tuitions match public school (based on years of experience)
    - 5. salaries of teachers from other independent schools? can't ask due to collusion
    - 6.
  - D. Etan makes a motion to for the Finance Committee's recommendation to raise tuition by 4% for preschool and elementary and no raise for Little Lerner's; Tal seconded
    - 1. marketing tuition as a monthly tuition (\$10-60 per month)
    - 2. flexible tuition is being accessed by 60% of our families; tuition setting is the high end, 30% (\$5700) at low end
    - 3. discussion ensues regarding increasing by 5%
    - 4. fiscal responsibility regarding stability
    - 5. discussion of zero budget & building back the reserves
    - 6. Finance Committee didn't consider 5%
    - 7. Reserves are not meant for operations (goal: put 2-3% away per year)
    - 8. Finance Committee: between 3-5% considered because they're moderate, consistent over the past several years
    - 9. does raising tuition impact giving? doesn't appear to have a correlation
    - 10.
  - E. Friendly amendment by Katherine to raise elementary tuition to 5%; Etan accepts (elementary 5%, preschool 4%, none for Little Lerner's = -\$2000 deficit
    - 1. tuition is presented as a range
  - F. Hollis calls for a vote on paper: 10 yay, 4 nay; motion passes

VI. Adjourn - meeting ended at 8:54pm

*Minutes taken by Christy Brooks, Secretary*

Next meeting: Tuesday, January 12, 2016 6:30-8:30PM at Levin JCC Israel Center