

TMF Spring Board Meeting

March 6 - 8, 2015

In attendance: Elaine Brown, John Mark Folker, Cindy Jones, Kevin Little, Rachel McRae, Robin Park, Steven Reece, Jo Siegienski

Friday, 3/6 – Dinner & fellowship

Kevin - Financial Overview

Discussed financial matters. We need to:

- Determine categories for trip expenses
- Develop an easy way to separate Steven's expenses from team expenses
- Develop an easy way for Steven to evaluate expenses vs available funds
- Develop a process for tracking & protecting designated funds. Separate reserve account was discussed.

Jo provided minutes from fall meeting.

Rachel – Media update

- Need to determine optimal frequency of paid posts on Facebook and whether or not we need to budget for that.
- Thanks to Rachel for work & leadership in getting new website launched!

Elaine – Development Update

- Thanks to Elaine for her efforts on this front!
- We've received two grants so far.
- Elaine will get standard financial statements from Michelle for use in grant writing as needed.
- We need to find other/better ways to raise money. Perhaps schedule a brainstorming session on this topic? Need to stay aware of 'old school' vs 'new school' thinking on this topic.
- Elaine has started the next newsletter and is seeking input for additional content.
- We still need to get access to the list of participants from the fall 2013 St Louis event.

Saturday, 3/7

Devotion: John 4 The Woman at the Well

Discussion: Why Samaria? Why at the well? Why her?

Key Take-aways:

1. We have to exit our own comfort zone
2. It's important to engage in dialogue not debate
3. Don't lose sight of the people while focused on the task

Robin – Prayer Report

Explained the symbolism of her opal bracelet and the parallels with the opals, creation, and 'doors'.

Steven – Organizational Update

- Met w/ Rabbi Berg in late Jan. Possibility of his congregation joining us next year. Steven will be speaking to the congregation later this year. Pray about how to present our organization to the congregation.
- We've formalized our partnership with FODZ. Marla has asked us to consider working in cemeteries where there is no one else to care for them. We agreed that we're amenable to that as long as logistics work out with the rest of our schedule & resources.
- Remek – coordinating projects w/ the NPO he works with to document matzevot
- Spoke w/ Monika K (FODZ) and updated her on the status of needing funds for the Zambrow project. She doesn't understand why we want to bring volunteers.
- Rabbi Joshua (NY) – Ultra Orthodox, interested in Jewish / Christian dialogue
- Rabbi Ellis (Katowice) – gave update
- Hank Mitzkopf (TX) – met through Marla (FODZ) He's willing to team with us and can provide some funding and volunteers.
- Russ Mauer – Has discussion about working with FODZ

- Jan – journalist – Has met w/ her a number of times. She did the article earlier this year.
- Steven will be speaking to a class on Monday, March 9.
- Steven is currently working on his dissertation. Pray for him and his work on this project.
- Steven created some photo books. We may be able to use them as a 'premium' for donors at some point.

Discussion Topics:

- Determined that we need to create an introductory statement / agreement and letter of acceptance for the advisory board. Rachel has agreed to draft the documents.
- How do we get Jews involved and how does that change us? We are Christ followers, but it is not our intention to convert Jews. How do we address that?
- What is the longevity of what we do?
- How do we engage Poles / other cultures in our board? Monika & Przemek are willing, how do we go further and utilize them? We need to make it a standard practice to communicate more and ask for input, participation & feedback. The documents we're incorporating now are a great place to start.
- Robin has offered to solicit feedback on documents from Jewish friends as well.
- Elaine has agreed to contact the people currently listed as advisory board members to confirm interest in continuing in that capacity.
- We have agreed that the term for advisory board members is two years and non-active members will 'fall off' at that point.
- Each member present confirmed their desire to continue with TMF
- Discussed the need for our group to operate more like a baseball team (interdependent) than a golf team (1 + 1 + 1). Communicate!
- Board voted to keep the board at seven members. Board also voted to adopt the proposed structure developed by Robin, Jo, & Kevin. Each member will have a defined area of oversight.

New Board Structure

Role	Area of Oversight
President	Organization
Treasurer	Finances
Secretary	Record Keeping
Director of Communications	Website and Social Media
Director of Community	Interactions with Public (inc education, events, etc)
Director of Development	Fundraising
Director of Operations	Logistics and Coordination of Team Leaders

Voted to adopt quarterly reporting. Each board member is responsible to provide an update regarding their area of accountability by the 10th of the month following each calendar quarter end (April 10, July 10, Oct 10, Jan 10). Updates should be sent to the secretary for consolidation and distribution. Qtrly updates to be distributed by the 15th.

Updates should include 'what needs to be done when' info as well. Providing this info will enable us to build an annual timeline for the organization (ie When do we need to arrange lodging for upcoming projects, etc).

Reviewed TMF Covenant and identified revisions to be made. Jo & Robin to work on revisions and then get Polish and Jewish reviews on document.

Summer 2015 Projects: Each project will have its own budget. Kevin will develop those.

Blonie – developing events may take this project off the table for this summer

Krzepice – Robin, Cindy, & Elaine expressed interest in this project. Steven will also contact Joe & Janetta about assisting us. We've set a limit of 6 people for TMF to bring to the project. Steven will handle housing.

Oswiecim – Max limit 12 people. Cost will be about the same as last year. This will be a joint venture between AJC/MSDM/ASF/TMF/BBC. Wow! Students involved with ASF will be at MSDM for a two week camp. The first week will be on their own and the second week they will work with us. Important to be mindful of language barriers with these students and their level of understanding in English.

John Mark will make the project his priority and introduce him to Tomek as point person. Items to explore:

- Mixer, sand & water
- Bringing a toi toi on site
- Availability of AJC interns
- Hotel for last night in Krakow
- Music evening at cafe

Transportation needs include transporting equipment, and airport to Oswiecim to Krakow to airport. Przemek may be able to help if we need in-country assistance w/ planning.

We need to determine whether to close the week with a Shabbat service.

Zambrow – Need funding to go forward with this project.

Fundraising – We need funds for operational purposes and for projects.

What do we do that's salable? How do we find the correct audience?

How do we pull the emotional side in? Your wounds define your empathy. What are the paths into the heart?

Steven would like to make a documentary regarding our work. He has two nephews involved in film that are willing to do the filming if we can cover their expenses to go to Poland. David's expenses would be about \$3000 and Steven's about \$5000. Rebekah, Steven's daughter, is willing to do the editing. It would also be good to go to Israel and interview Schlome. He is willing to do that. We would also like to include interviews with Rabbi Ellis and Alek. The film could be shown at film festivals (Atlanta Jewish Film Festival, Warsaw Film Festival, etc), to community groups and perhaps on You Tube. If we go forward with this project, we need to

- Create a script.
- Set shots
- Create film schedule (who, where, what)

Kevin agreed to send a loose budget to Steven who will share it with Rabbi Ellis. The board has agreed that this is a good project and we should move forward as funding allows.

2016 Priorities

Oswieceim

Zambrow or FODZ project depending on funding

Hank's project

Determined that current limit is 3 projects per year

Sunday, 3/8

Worship at BBC

Lunch

Depart