



Jewish Community Partners provides management, operating, and advisory services to support nonprofit organizations so they can focus on their missions.

**Board of Directors Meeting  
September 19, 2023  
5:30 p.m.  
AGENDA**

- I. Welcome and Call to Order** **Marty Kelman, Chair**
  - a. Introductions
  
- II. Governance** **Marty Kelman**
  - a. Approval of Minutes 02.14.23\*
  - b. Board Member Expectations & Conflict of Interest Form\*
  
- III. Managed Organization Overview and Highlights** **Laura Kaplan**
  - a. Staff Chart
  - b. Division of Responsibilities
  
- IV. Review of Key Vendors** **Laura Kaplan**
  - a. Adams Keegan- HR Services
  - b. Whitehorn Tankersley Davis - Accounting Services
  - c. ATA CPAs + Advisors - Auditing Firm
  - d. Duncan Williams Asset Management - Retirement Plan monitoring and support
  
- V. Financial Review** **Laura Kaplan/Charles Jalenak**
  - a. Budget Review
  - b. New Dashboard
  - c. Investment Review
  
- VI. Legal & New Policy Updates** **Laura Kaplan/Michael Kaplan**
  - a. New MJF Investment Policy\*
  - b. Petition to change spend policy on Garfinkel Endowment Fund of Memphis Jewish Federation
  - c. New JFOM Operating Surplus Policy\*
  
- VII. Adjournment** **Marty Kelman**
  - \*attachment

**Important Upcoming Dates**

Major Gift Solicitations	September 18-22
November 12 & 13	Leadership Sunday and Monday Campaign Fundraising
December 6, 2023	Latke & Vodka – Foundation Fund Holder & Advisor Event
December 19, 2023	Combined Board Meeting MJF, JFOM, JCP