

Committee / Task Force: Charter / Mission Statement

Committee / Task Force Name:	Adult Learning			
Type:				
Created by:	☑ Board of Directors ☐ President			
	☐ Senior Staff ☐ Committee (please specify)			
Description / Mission:	The Adult Learning Committee, in coordination with Clergy and the Director of Congregational Learning, seeks to promote Jewish learning opportunities to all members of our community.			
Specific Tasks, Roles, and Responsibilities:	Work with clergy and other committees, together with the Director of Congregational Learning to create programs consistent with our goals.			
Goals for 2023-2024:	In addition to maintaining the current adult education programs offered for several years by clergy and various committees, to Committee will focus on the involvement of parents of children in or J-Quest program. The goal is to engage these parents during the Quest morning in: • At least two classroom sessions. • Specific programs presented by Jeremiah committees a Sunday mornings. • Sessions on Sunday mornings with Clergy on topics of specific interest to this age group. These activities will seek to: • Provide opportunities for open discussions on relevant, resulfie issues which foster creative Jewish thinking and promotes sense of community. • Recognize the skills and knowledge of these members of ocommunity and provide opportunities for them to share the knowledge with others. • Enrich the lives of these members and their families through learning and sharing the joy of learning from generation generation. • Promote involvement in committees by this segment of omembership.			

Committee / Task Force Name:	Adult Learning		
Facilitator/Chair:	Jerry Tatar		
Staff Liaison:	Matt Rissien		
Board Liaison (if different from chair):			
Special Skills, Abilities, Competencies:			
Intended Duration: (Include any timelines or key success factors that signify completion).	Throughout the J Quest year.		
Roster of Participants:			
Origin of the Committee/Task Force			
Submitted by:	Jerry Tatar	Date: 11/22/23	

Committee / Task Force Name:	Temple Jeremiah Brotherhood			
Туре:				
Created by:	⊠ Board of Directors	s 🔲 President		
	☐ Senior Staff		e (please specify)	
Description / Mission:	The purpose of the Brotherhood is to promote fellowship among its members; enhance Jewish consciousness; and provide service to Temple Jeremiah, its members, the Jewish community, and the general community through social, cultural, religious, and community activities.			
Specific Tasks, Roles, and Responsibilities:	 Host social events to promote fellowship among Temple Jeremiah men, such as periodic breakfasts and dinners, sports watch nights and NU basketball games. Host events focused on family attendance, such as Bingo and Chicago Dogs Baseball Nights. Lead the annual Brotherhood Shabbat service. Support Temple-wide events, such as cooking/serving at barbecues. Support Social Justice initiatives, such as building or repair projects at community service facilities. Support other Committee or Task Force projects upon request. 			
Goals for 2023-2024:	 Increase engagement beyond the TJ Bro email contact list. Increase promotion of Brotherhood events. Take part in at least two service projects. Increase program appeal to the under-50 male demographic. 			
Facilitator/Chair:	Dan Bellows			
Staff Liaison:	Rabbi Cohen			
Board Liaison:	N/A			
Special Skills, Abilities, Competencies:	 Organizational skills for event and project leadership The manly art of grilling, including not burning dogs/burgers Know-how, teamwork for light construction projects 			
Intended Duration: (Include any timelines or key success factors)	June 30, 2024			
Roster of Participants:	Dan Bellows and Greg Richards			
Origin of the Committee/Task Force	Brotherhood in its current role was formed during the Schreibman years by Harvey King and Ross Wolfson.			
Submitted by:	Dan Bellows	Date:	11/21/2023	

Committee / Task Force Name:	Budget Committee		
Type:		☐ Task Force	
Created by:	⊠ Board of Directors ☐ Board of Direc	☐ President	
	☐ Senior Staff	☐ Committee (please specify)	
Description / Mission:	To present a balanced b basis.	udget to the board for approval on an annual	
Specific Tasks, Roles, and Responsibilities:	 Review past and projected revenues and expenses. Develop an operating budget for the upcoming year. Presentation of proposed budget to the Executive Committee for comment Presentation of proposed budget to the Board for comment and approval Presentation to the congregation at the Annual Meeting. 		
Goals for 2023-2024:	Develop a balanced budget		
Facilitator/Chair:	Sue Weitzman		
Staff Liaison:	Danny Glassman		
Board Liaison (if different from chair): Special Skills, Abilities,	Finance accounting		
Competencies:	Finance, accounting		
Intended Duration: (Include any timelines or key success factors that signify completion).	Standing		
Roster of Participants:	Avi Greenfield, Steve Kleiman, Jeff Krupp, Brian Ruben, Michael Schack, Justin Shepard, Sue Weitzman; Danny Glassman and Rabbi Rachel Heaps		
Origin of the Committee/Task Force	Bylaws		
Submitted by:	Sue Weitzman	Date:10/18/23	

Committee / Task Force Name:	Cari	Caring Committee				
Туре:	\boxtimes	Committee			Task Force	!
Created by:		Board of Director	s [President	
	\boxtimes	Senior Staff			Committee	e (please specify)
Description / Mission:	com thro cong cong othe the	The Mission of the Caring Community is to foster a connected community among Temple Jeremiah's members. This will occur through Tikkun Olam, acts of loving kindness, especially when congregants are in need. The Caring Community is a way for congregants of Temple Jeremiah to reach out and take care of each other. The Caring Community exists to help congregants experience the "joy of belonging" when times in our lives are a little more difficult.				
Specific Tasks, Roles, and Responsibilities:	The tasks and responsibilities of the Caring Community are to provide meals, transportation, and phone calls to congregants in need. Meals are prepared or ordered and delivered to families, particularly after surgery or a long illness. Transportation is provided to congregants who need a ride to a Shabbat service or a temple event so that everyone can participate in all Temple Jeremiah events. Periodically committee members will make good and welfare calls to deepen engagement.					
Goals for 2023-2024:	 To find a co-chair(s)ie. Meals, transportation, goods and welfare To raise awareness of members so congregants know this committee is available and congregants are needed to make the committee work To workout glitches with technology ie. What's App app 					
Facilitator/Chair:	Barb	Kite				
Staff Liaison:	Rabl	oi Cohen				
Board Liaison (if different from chair): Special Skills, Abilities, Competencies: Intended Duration: (Include any timelines or key success factors that signify completion).	Self-starter, good organization skills, good communication skills, work within time constraints On goingwork in progress					
Roster of Participants:						
Origin of the Committee/Task Force	This came out of the Social Justice Committee					
Submitted by:	Bark	Kite	Date: 1	.0/24	/23	

Committee / Task Force Name:	Communications & Marketing Strategy Committee			
Type:		☐ Task Force		
Created by:	⊠ Board of Directors	☐ President		
	☐ Senior Staff	☐ Committee (please specify)		
Description / Mission:	To provide a framework for optimizing Temple Jeremiah messaging, so that staff and committees deliver efficient, effective and engaging communications when / where / how congregants and other stakeholders want to receive them – consistently reinforcing members "joy of belonging" to Temple Jeremiah.			
Specific Tasks, Roles, and Responsibilities:	messaging and voice in Focus programents for regularly experiences, so that of temple leadership carrinclude feedback form attendance, member Oversee protocols for including an up-to-datuse in temple's chose. Provide guidance on including an up-to-datuse in temple's chose. Provide guidance on including an up-to-datuse in temple's chose. Provide guidance on including an up-to-datuse in temple's chose. Provide guidance on including an up-to-datuse in temple's chose. Provide guidance on including an up-to-datuse in temple's chose.	methods for engaging with temple get feedback / information on their communication flows two-ways and monitor member connection. This may as at events, recording event research/surveys, member forums etc. ruse of the Temple Jeremiah brand, te brand standards manual and general momentum communication channels. How Temple Jeremiah content should be ammittees or departments, and any different communication forums. It demonstrates the member preferences for receiving tons, to both please our audiences and member communication standards many communication standards.		
Goals for 2023-2024:	 connection, member ideas for engagement Evaluate current com "value" of the Temple communications Develop strategy to b 	o research on member definition of assessment of engagement and their to munications to better increase the electrical Jeremiah brand. Help improve weekly etter target temple messages to reach nation they want in the way they want to		
Facilitator/Chair:	Lisa Rosenberg Brenner			
Staff Liaison:	Danny Glassman/Meredith Le	evinson		
Board Liaison (if different from chair):				

Committee / Task Force Name:	Communications & Marketing Strategy Committee		
Special Skills, Abilities,	Marketing and Communications experience or familiarity, social		
Competencies:	media expertise		
Intended Duration:	Ongoing:		
(Include any timelines or key	 Metrics for community 	ication success establishe	ed and trending
success factors that signify	positively		
completion).	 Greater awareness o 	f and engagement with t	emple programs and
	services (measured by growth in attendance)		
	 Brand messaging and standards evident in program and service 		
	communications		
Roster of Participants:	Avi Greenfield, Jeff Berg, Alissa Rogers, Geoff Mogilner		
	Established group but changing name from Communications to		
Origin of the Committee/Task Force	Communications and Marketing Strategy to better reflect the work		
	we will do.		
Submitted by:	Lisa Brenner	Date: 10/30/2023	

Committee / Task Force Name:	Development Committee			
Туре:		☐ Task Force		
Created by:	⊠ Board of Directors ☐ Board of Direc	☐ President		
	☐ Senior Staff	☐ Committee (please specify)		
Description / Mission:	T	The Development Committee is responsible for creating strategic initiatives to support the financial health of the temple.		
Specific Tasks, Roles, and Responsibilities:	 Creates strategic long-term and short-term fundraising plans including membership commitment, Annual Fund, commemorative donations, and legacy giving. Implements strategic plans in partnership with other committees. Trains and supports Board and volunteers to assist in solicitations and stewardship. Engages members from various constituencies in the temple. Creates annual goals for initiatives in consultation with the finance committee. 			
Goals for 2023-2024:	Recruit committee members; Create a legacy plan; Enhance annual giving			
Facilitator/Chair:	Needs to be appointed			
Staff Liaison:	Leslie Landman			
Board Liaison (if different from chair):	Needs to be appointed			
Special Skills, Abilities, Competencies:	Legal, Fundraising, Financial, Strategy, Communication, Social/Engagement/Connector, Data/Tech			
Intended Duration: (Include any timelines or key success factors that signify completion).				
Roster of Participants:	Should reflect broad bas	se of member constituencies		
Origin of the Committee/Task Force	By-laws mandated			
Submitted by:	Leslie Landman	Date: 11/27/2023		

Committee / Task Force Name:	Finance			
Type:			☐ Task Force	2
Created by:	⊠ Board of Director ☐ Board Of Di	s [President	
	☐ Senior Staff		☐ Committee	e (<i>please specify</i>)
Description / Mission:	The Finance Committe operations of Temple.	e shall ov	versee the finan	cial and accounting
Specific Tasks, Roles, and Responsibilities:	 1.The Finance Committee makes recommendations to the Board of Directors as to the annual financial commitments, assessments and other financial obligations of the Temple. This includes changes to the Temple's community commitment (formerly called membership dues) policies. 2.The Finance Committee shall A. Review of accounting records and monitor financial performance against budget on a periodic basis. B. Review and propose changes to employment policies, and benefits and plans. C. Arrange for an audit or accounting review. D. Be responsible for the oversight of the Budget & Investment Committees. 			
Coals for 2022 2024:	board) appropriations and expenditures for the Temple outside of the operating budget. 1. Form a committee.			
Goals for 2023-2024:	2. Review, updat	e and imp	olement policies	s and procedures
Facilitator/Chair:	Brian Ruben			
Staff Liaison:	Danny Glassman			
Board Liaison (if different from chair):	N/A			
Special Skills, Abilities,	Finance, accounting			
Competencies: Intended Duration:	Standing			
(Include any timelines or key				
success factors that signify				
completion).				
Roster of Participants:	TBD			
Origin of the Committee/Task Force	Bylaws			
Submitted by:	Brian Ruben	Date: 10	0/18/23	

Committee /Task Force Name:	Inclusion Committee		
Type:		☐ Task Force	
Created by:	⊠ Board of Directors	☐ President	
	☐ Senior Staff	☐ Committee (please specify)	
Description / Mission:	Temple Jeremiah is committed to fostering a warm and inclusive Reform Temple community that enriches the lives of its congregants through meaningful worship, Tikkun Olam, support of Israel, and the joy of lifelong learning. Our committee aims to remove barriers, create accommodations, and foster a welcoming environment where those of all ages and abilities can rejoice, contribute, and participate in worship, activities and learning at TJ.		
Specific Tasks, Roles, and Responsibilities:	 Create opportunities for inclusive or parallel events. Continue building on the success of previous programs. Continue to educate congregants and Temple administration about inclusion (e.g., Scott B. Crane Abilities Awareness Shabbat) Partner with other committees and persons (e.g., New Member committee, Director of Congregational Learning, Caring Community committee) to determine needs of congregation 		
Goals for 2023-2024:	integrated with or pa Communicate with TJ	families and leadership. ds of congregants, administration,	
Facilitator/Chair:	Co-chairs: Caren Brown and B	arb Kite	
Staff Liaison:	Rabbi Heaps		
Board Liaison (if different from chair): Special Skills, Abilities, Competencies:	For chair(s): knowledge and experience in working with individuals who have different abilities. For members: passion, interest, and/or experience in working with		
	individuals who have different abilities		
Intended Duration: (Include any timelines or key success factors that signify completion).	Approximately 6 programs annually.		
Roster of Participants:	List available. 28 members		

Committee /Task Force Name:	Inclusion Committee		
Origin of the Committee/Task Force	Began in 2013 by group of TJ families whose children had different abilities, with guidance from Cantor Zussman and Rabbi Cohen. This group became a committee in 2015 with Caren Brown as chairperson.		
Submitted by:	Caren Brown and Barb Kite	Date: Oct. 30, 2023	

Committee / Task Force Name:	Investment			
Type:		☐ Task Force		
Created by:	⊠ Board of Directors ☐ Board of Direc	☐ President		
	☐ Senior Staff	☐ Committee (please specify)		
Description / Mission:	To manage the Temple Jeremiah Endowment and any other funds assigned to be managed by the Board, consistent with the Temple Jeremiah Investment Policy with the goal of maximizing returns on a risk adjusted basis.			
Specific Tasks, Roles, and Responsibilities:	 To select and supervise fund managers To report back to the board on a periodic basis. Ensure the Temple's Portfolio is asset allocated on a risk adjusted basis. Have all members of the Committee review the Vanguard Statement & Investment Excel on a quarterly basis. Make comments as necessary. Meet as a Group 2 times a year. 			
Goals for 2023-2024:	Manage portfolios consistent with policy Maximize returns on excess Operating Cash through Money Market or other vehicles			
Facilitator/Chair:	Sue Weitzman/Jon Fellman			
Staff Liaison:	Danny Glassman			
Board Liaison (if different from chair): Special Skills, Abilities,	Some investment and m	narket knowledge or interest would be great.		
Competencies:				
Intended Duration: (Include any timelines or key success factors that signify completion).	Ongoing			
Roster of Participants:	Sue Weitzman, Jon Fellman, Steve Kleiman, Michael Schack, Ken Lorch, Yale Eisen, David Loudy			
Origin of the Committee/Task Force	President - 2013			
Submitted by:	Sue Weitzman	Date:10/18/23		

Committee / Task Force Name:	Israel Action Committee			
Type:		☐ Task Force		
Created by:	⊠ Board of Directors	☐ President		
	⊠ Senior Staff	☐ Committee (please specify)		
Description / Mission:	Israel Action Committee mission is to enrich the Jewish identity of the Temple Jeremiah community by championing activities which ensure a connection with the land, people, and state of Israel. These activities will further the understanding of the day-to-day lives of Israelis. The Israel Action Committee goal is to strengthen Temple Jeremiah's connection to, and support of, Israel through advocacy, education, and cultural events. (on website)			
Specific Tasks, Roles, and Responsibilities:	 Sponsor a tzedkah/mitzvah project in Israel or for an Israeli cause (i.e. ambulance) Infusing Israel into educational programming so as to help congregants become more informed about and engaged with Israel. These cultural activities may occur via a variety of mediums (speakers, scholar in residence, discussions, book groups, film, food, panels) in-person or via Zoom and in partnership with other Jewish organizations, Israel Consulate, etc., whenever possible. Regularly contribute Israel content on our congregation's website and social media, and/or a set place for Israel content in our newsletters/bulletins/ecommunications such as Israel Fun Facts. Provide Information about Israel's numerous contributions, past and present, to the arts and sciences in such fields as alternative energy, medicine, literature, agriculture, music and technology; Promoting activities that enhance our partnership 			
Goals for 2023-2024:	with Kehillat Har-El Progressive Synagogue, in Jerusalem Geographical history of the movement of Jews by Uri Feinberg			
Facilitator/Chair:	Stephanie Victor			
Staff Liaison:	Rabbi Cohen			
Board Liaison (if different from chair):	Jerry Tatar			
Special Skills, Abilities, Competencies:	We are dedicated to creating a safe and respectful atmosphere for Temple Jeremiah members that enables them to learn and engage with Israel on their own terms.			

Committee / Task Force Name:	Israel Action Committee		
Intended Duration: (Include any timelines or key success factors that signify completion).			
Roster of Participants:	Jerry Tatar, Michael Schack, Ken Lorch, Sara Turover		
Origin of the Committee/Task Force			
Submitted by:	Stephanie Victor	Date: 11/17/2023	

Committee/Task Force Name:	Membership Engagement Committee			
Туре:		☐ Other Work Group		
Created by:	⊠ Board of Directors	☐ President		
	☐ Senior Staff	☐ Committee (please specify)		
	Engage and deepen connection of the membership of Temple			
Description / Mission:	-	the connection to Judaism and our temple		
	community.			
	,	ngagement/communication opportunities		
	for new (< 2 years) mer			
		elcome (work with Danny to gather names		
		new members and create/deliver welcome		
		cks, do 6 and 12 month check-ins, etc)		
	·	pport all-membership programs (adult		
	Pur	rim party, brisket & bourbon, and other		
		cial events)		
		eate committee with representatives from		
	var	ious temple demo groups		
		 Members with young/school aged children 		
		 Members with college aged/empty 		
		nesters		
		 Members spanning ages 65-80 		
Specific Tasks, Roles, and		• Members ages 80+		
Responsibilities:		entify members with various group		
		erests to be "points" of contact for ivities (e.g., choir, social justice, Israel,		
		rah study, Brotherhood, youth		
		ogramming)		
	·	courage Board involvement in activities		
	and	d messaging to reinforce their role as		
		gagement ambassadors.		
	o YEAR 2+ FC	• •		
		ntinue Year 1 activations.		
		treach/Recruitment (working with Danny potential new members, community		
		gagement opportunities, work closely with		
		nmunications and other committees to		
		rease awareness, etc.); and		
		embership Retention (create events and		
	wo	rk with committees to activate)		
K. C	Year 1 – focus on new mem	nbership connection to the temple		
Key Success Factors:	community.			

	Years 2-3+ continue prospective member recruitment, new member outreach and welcome, and existing member retention.			
Facilitator/Chair:	Tanya Silverstein			
Staff Liaison:	Rabbi Cohen			
Board Liaison (Name and Title):	Tanya Silverstein, Vice President			
Special Skills, Abilities, Competencies:	Extravert, Good Listener, Engaging Personality, have understanding of Temple Jeremiah activations (or know who to ask)			
Intended Duration: (Include any timelines or key success factors that signify completion).	Ongoing			
Roster of Participants:*	TBD			
tell us more about the origin of this group (Optional but preferred for new Workgroups)	Previously a very engaged group led by Alisa Patterson, mostly social events and women led. The membership committee shifted into 'Sisterhood Committee' and during covid became less active. Now looking to change directions and use Membership Engagement as a resource to engage new members and work closely with Temple Jeremiah staff to maintain engagement of new members.			
Submitted by:	Tanya Silverstein	Date:	09/10/23	

Committee / Task Force Name:	Nominating Committee		
Type:		☐ Task Force	
Created by:	☐ Board of Directors		
	☐ Senior Staff	☐ Committee	e (please specify)
Description / Mission:	Consider and recommend the nomination of Officers and Directors to be elected at the next Annual Meeting and to submit recommendations to fill vacancies as required by the Bylaws.		
Specific Tasks, Roles, and Responsibilities:	 To fairly and equitably compose a committee each year within the Bylaw stipulations. To fairly and equitably determine a slate of Officers and Directors to be elected at the next Annual Meeting. To facilitate leadership development. 		
Goals for 2023-2024:	Execute the mission of the committee.		
Facilitator/Chair:	Designated by President – Historically Immediate Past President		
Staff Liaison:	Executive Director		
Board Liaison (if different from chair):	N/A		
Special Skills, Abilities, Competencies:	N/A		
Intended Duration: (Include any timelines or key success factors that signify completion).	Meets several times per month For 1 – 2 months, annually.		
Roster of Participants:	Per Bylaws		
Origin of the Committee/Task Force	Bylaws		
Submitted by:	Scott A. Levin, MD	Date:	11/2023

Committee / Task Force Name:	Social Justice Committee			
Type:		☐ Task Force		
Created by:	⊠ Board of Directors	☐ President		
	☐ Senior Staff	☐ Committee		
Description / Mission:	The Social Justice Committee is dedicated to healing the world. We are committed to identifying social issues facing the community and developing efforts to address those needs. Through relevant social action programs, education, and advocacy, we strive to encourage the Temple community to come together to engage in tikkun olam. The Social Justice Committee has two distinct sets of programs: Social Action and Social Justice Education and Advocacy. These programs are guided by our Social Justice Platforms.			
Specific Tasks, Roles, and Responsibilities:	, , ,			
	a community of people committed to healing the world through our award-winning Social Justice Platforms. These platforms guide our			

Committee / Task Force Name:	Social Justice Committee			
	work in our Social Action Programs and Social Justice Education and Advocacy. The current version of the Platforms is located here: https://templejeremiah.org/engage/social-justice-platforms/ Barb Miller and Nancy Eisenberg have shared updates for these platforms and the process they went through to do so. These items are available for review on Teams.			
Goals for 2023-2024:	Social Action: Continue our action programs (listed on website). Need some new co-chairs for Feed the Hungry, Family Promise Education and Advocacy: get approval for and communicate new social justice platforms on website. Continue education and advocacy as items emerge. Philanthropy: Barb Miller is laying the groundwork for a third strand of the work of the Social Justice Committee focused on Philanthropy.			
Facilitator/Chair:	Dana Garbarski			
Staff Liaison:	Rabbis Cohen and Heaps			
Board Liaison (if different from chair):	Dana Garbarski			
Special Skills, Abilities, Competencies:	For chair(s): knowledge and experience in working managing several programs For members: passion, interest, and/or experience in working on social action, advocacy, or philanthropy			
Intended Duration: (Include any timelines or key success factors that signify completion).	Monthly programs on social action and advocacy.			
Roster of Participants:	70 people who are active committee members as Champion Advocates, Co-Chairs for Social Action Programs, and at-large members (available on request)			
Origin of the Committee/Task Force	Started by Barb Miller in the early 2000s			
Submitted by:	Dana Garbarski	Date: 11/6/2023		

Committee/Task Force Name:	Youth and Family Engagement Committee					
Туре:			☐ Other Work Group			
Created by:	☐ Board of Directors	s 🗵	President			
	☐ Senior Staff ☐ Committee (please specify)					
Description / Mission:	Develop/Identify engagement opportunities (education, social, etc.) for families of school-aged children (pre-K through high school) to ensure the continued support and feeling of community for the duration of membership.					
Specific Tasks, Roles, and Responsibilities:	 Create a calendar of events – both annual and ad hoc Continued understanding of successes and concerns along the journey – finger on the pulse Provide opportunities for members to provide/suggest ideas to create a sense of ownership in what TJ means to them Identify school-related initiatives 					
Key Success Factors:	Year 1 – select 2-3 engagement groups/ideas and execute as stepping stone to acquire lessons learned for what may work in the future Years 2+ meeting/exceeding continued expectations of engagement opportunities that match different family group needs					
Facilitator/Chair:	Alissa Rogers					
Staff Liaison:	Rabbi Rachel Heaps/Matt Rissien					
Board Liaison (Name and Title):	Alissa Rogers, Chair					
Special Skills, Abilities, Competencies:	TBD					
Intended Duration: (Include any timelines or key success factors that signify completion).	12-18 months; interim readout planned for May 2023.					
Roster of Participants:*	TBD					
tell us more about the origin of this group (Optional but preferred for new Workgroups)	Developed as a result of information aggregation by Heaps, Rissien and membership					
Submitted by:	Alissa Rogers	Date:		07/25/2023		