

JEWISH COMMUNITY RELATIONS COUNCIL

BOARD MANUAL



Welcome!

Thank you for agreeing to serve on the board of directors for our Jewish Community Relations Council (JCRC). We are grateful and excited to have someone with your experience, ability, and reputation contribute to our mission. EACH of you brings something special to add to our agency.

This is an important time for the JCRC – arguably a crucial one. With divisions growing and discourse fading, even here, around and inside our community, the call for the JCRC as the “voice” of our Federation on matters of vital importance to our Jewish community, is as loud as ever.

Our agency has a long and proud history of making a difference in areas that ensure the Jewish community thrives in Southern New Jersey. We apply the lessons of the Holocaust through the Esther Raab Holocaust Museum & Goodwin Education Center to combat anti-Semitism, bigotry, and bullying. Our Israel Advocacy Initiative (IAI) works to increase understanding about and connection with Israel through educational programs and advocacy. Our Government Affairs Committee engages with civic leaders, public safety officers, and school administrators so that our voices are heard, our needs are considered, our people are protected, and our resources are shared with our neighbors. Our Interfaith Intergroup committee reaches out to members of other faiths and other ethnicities to learn, teach, support, and bond. And our BookMates literacy program provides a one-on-one reading experience to “at-risk” young students in partnership with area elementary schools.

There are many ways for you to get involved: joining and actively participating in our committees (which each support our important mission), speaking up at our meetings, and continuing to be one of our Ambassadors to the community as a whole, so that all understand the important work we do.

Your input, your energy, your commitment, your passion – these will help propel our JCRC. Whether to sit down, roll up our sleeves, and dig in or to stand up, link arms, and speak out, we are glad you are with us. The board of directors working with our dedicated staff professionals have both challenges and opportunities to amplify the impact of this agency. We thank you in advance for offering some of your valuable time to help advance our important mission.

With appreciation,

Alan

Alan Moldoff
President Elect, JCRC

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SECTION A

MISSION AND VISION STATEMENTS



JCRC Mission Statement

The Jewish Community Relations Council (JCRC) is the voice of the Jewish Federation of Southern New Jersey on issues of public policy, social advocacy, and community outreach.

JCRC fosters constructive relationships *within* the Jewish community and *among* people of all faiths and cultures regarding Jewish and Israel oriented issues.

JCRC Vision Statement

To become the central address for the Southern New Jersey Jewish community's public policy, Israel advocacy, and associated community outreach efforts.



Federation Mission Statement

The Jewish Federation of Southern New Jersey cares for those in need, enhances Jewish life and ensures the continuity of a vibrant Jewish community locally, in Israel and around the world.

Federation Vision Statement

Creating a world where Jewish communities thrive.

Federation Values Statement

The Jewish Federation of Southern New Jersey creates a welcoming community, with respect for all, giving to those in need through acts of kindness to repair the world from generation to generation.

SECTION B

JCRC

OPERATIONS



EXPLANATION OF JCRC AND HOW WE OPERATE

The Jewish Community Relations Council (JCRC) unifies, mobilizes, represents, and is responsible to the Southern New Jersey community. Operating as an agency under Jewish Federation, JCRC is the voice of Federation on issues of public policy, social advocacy, and community outreach. The mandate includes addressing the following through education and advocacy:

- U.S. / Israel relations
- Anti-Semitism and BDS
- Separation of church and state
- Jewish security
- Tolerance education
- Inter-group relations

We work toward:

- Developing consensus within the Jewish community on issues of policy
- Protecting, preserving and promoting a just, pluralistic and democratic American society
- Safeguarding the rights and security of Jews here, in Israel and around the world
- Maintaining relationships on an on-going basis with law enforcement and communicating with local Jewish organizations on issues of security
- Developing relationships with other groups in the local community to build bridges and coalitions of understanding and good will.

The JCRC Board is an organization of about 50 volunteers who serve according to our by-laws as either at-large or associate members. The group represents the diversity found in the Jewish communities in Camden, Burlington, and Gloucester counties. Organizational Leaders include the President, Vice Presidents, and Secretary who work on the Executive Committee along with past Presidents and appointed At-large members.

Professional staff include the Executive Director, Directors for BookMates and for Esther Raab Holocaust Museum and Goodwin Education Center, a Senior Program Coordinator and an Administrative Assistant.

JCRC is funded through Federation, directly by valued donors and patrons, and by endowments for specific programs. JCRC also participates in the Life & Legacy program.



BOARD MEMBER DUTIES

Duty of care:

Board members must exercise due care in all dealings with the organization and its interests. This includes careful oversight of financial matters and reading of minutes, attention to the issues that are of concern to the organization, and raising questions whenever there is something that seems unclear or questionable. The legal consequence of this duty is that directors are liable for their own simple negligence, mistakes of judgment, or mistakes of fact. Many states have adopted a business judgment rule to modify the duty of care. The business judgment rule modifies the duty of care by providing that a director acts with ordinary care if the director acts with the care that an ordinary prudent person in a like position would exercise under similar circumstances. The business judgment rule shields a director from liability for any mistakes of fact or judgment; however, the director must still act in good faith, without corrupt motive.

Duty of loyalty:

Conflicts of interest, including the appearance of conflicts of interest, must be avoided. This includes personal and professional conflicts of interest or conflicts with other organizations with which a board member is connected.

Duty of obedience:

Obedience to the organization's central purposes must guide all decisions. JCRC executive directors must understand that any power to act comes from the delegation of the board of directors. If there is no delegation, there can be no authorized act!



LEGAL DUTIES OF THE BOARD

The board of directors is legally obligated to perform all responsibilities as set forth in the JCRC's articles of incorporation, constitution, and/or by-laws.

Establishment of a Legal Committee responsible for making reviews and recommendations on matters of a legal or formal contractual character may be necessary. This includes the incorporation status of the JCRC and contracts for building, leasing, or other similar arrangements. Members of the committee may represent the JCRC in litigation or engage and supervise outside counsel if this is preferable. The committee may examine and report on wills involving bequests to the JCRC. In addition, the committee serves as a resource to staff on JCRC problems that have legal implications.

Officers and directors should exercise diligence in their attendance of meetings, ensure decisions are based on adequate information, consider all relevant information, retain qualified experts when necessary, periodically review budget and financial statements, and ensure compliance with applicable laws. Officers and directors should be familiar with the JCRC's purposes and powers as defined by the articles of incorporation. A review of your state or provinces specific nonprofit laws is imperative to obtain a full understanding of the liabilities of board involvement.

CONTRIBUTION OF BOARD AND COMMITTEE MEMBERS

- Ability to evaluate and plan JCRC services
- Expertise in a variety of areas that are needed by the JCRC
- Ability to influence and create credibility in the Jewish and general community
- Ability to attract financial and human resources
- Capacity for critical review of board performance
- Knowledge of how the Jewish and general communities operate
- Ability to affect change
- Continuity of experience and policy of the JCRC
- Commitment to the continuity of Jewish life
- Sanction of various key segments of the Jewish and general communities
- Ability to be a spokesperson for the JCRC

CONTRIBUTION OF STAFF

- Professional expertise
- Commitment to the continuity of Jewish life
- Knowledge of the tradition and ideals of the JCRC Movement
- Knowledge of resources that will aid the JCRC in its service, and skills in making these resources available to the JCRC
- Knowledge of current and future social changes; ability to make others aware of them and to involve others in the task of meeting them
- Ability to understand the interests and needs of people and competence in organizing to meet them

THE LAY / STAFF RELATIONSHIP

A crucial component in the effective functioning of boards and committees in JCRCs is the relationship between lay leaders and the professional staff. The lines differentiating roles, responsibilities, and functions between policy groups and staff are not always clear and distinct. There are, however, fundamental standards that lead to a lay/staff relationship that is characterized by interdependence, mutual support, and excellence in performance. They begin with the recognition of the unique contribution each makes to the relationship. These fundamental standards are:

POLICY FORMATION is a cooperative effort between members of the board and committees and professional staff members. It involves the identification of policy needs, formulation of policy opinions, and consideration of policy options.

POLICY DETERMINATION is the sole responsibility of the board. This responsibility is derived from the legal status of the board. The board actions establish mission, policies, and direction for the JCRC.

POLICY IMPLEMENTATION is the responsibility of the professional staff, once established. Lay and volunteer leaders may be involved and assist in implementation, but staff is ultimately responsible to the board to see that policies are carried out.

POLICY MONITORING is the responsibility of the lay board committees and professional staff members. Periodic performance reporting on implementation to the policy-making groups is the responsibility of professional staff. Based on these results, the lay groups are responsible for making judgments about implementation and determining future policy actions as appropriate.

The following fundamental principles should be taken into consideration to build strong, positive lay/staff relationships:

- The relationship should be based on a mutual recognition of and respect for the unique and necessary contributions that each brings to the JCRC.
- The relationship should be characterized by mutual trust, sharing of opinions and relevant information. There should be an atmosphere conducive to the sharing of points of view, feelings, and critical performance.
- The board is the responsible legal body of the JCRC. As such, it employs the executive director. The staff, although hired by the executive director, is also legally employed by the board.
- The president is the head of all policy-making bodies, and the executive director is the head of all staff.

THE BOARD / STAFF PARTNERSHIP

Characteristics of an Effective Board/Staff Partnership

Common Expectations, Cooperative Planning, Open and Honest Communications, Respect, Mutual Evaluation	result in a clear and common understanding of	Where we are going Why How we will get there How we will know we have arrived
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Factors Conducive to an Effective Board/Staff Partnership

Organizational health depends on an effective and flexible partnership between the board and the chief executive, which can be redefined as the organization develops in size and clarity. This process

- Requires clarity and agreement about roles and responsibilities
- Requires regular and open communication between the board chair and the chief executive, as well as an agreement about how to work together
- Requires a willingness on everyone's part to clarify his/her own and each other's assumptions
- Benefits from regular and systematic feedback and assessment

PRINCIPLES OF GOVERNANCE - KEY RESPONSIBILITIES

Mission/Vision

- Ensure that the JCRC has a clear, concise, and compelling written mission statement that expresses its core values and reason for being.
- Revisit the mission statement annually in light of internal and external change, and revise it if necessary.
- Tie the JCRC to the major issues facing the community.
- Seek internal and external feedback – from staff, JCRC members, and constituents – about the JCRC's mission.
- Make the JCRC's mission widely known by promoting it within the community.
- Translate the mission statement into a living vision statement.

Oversight

- Adopt and regularly review a code of ethics and conflict of interest policy for board and staff
- Engage in regular strategic planning as an integral part of effective leadership and management.
- Commission a periodic organizational assessment that examines, in detail, the JCRC's programs and services, as well as its management, structure, and capacity.
- Make board self-assessment a routine part of the board's work
- Understand and respect the relationship between board and staff
- Select the chief executive carefully and provide a clear description of duties and relationships.
- Support and strengthen the chief executive and the board relationship through a regular performance evaluation. JCRC Association provides guidance for this process in its "Guide to Evaluation of the JCRC Executive Director."

Resources

- Formulate a financial resource development strategy, including a case statement that expresses the rationale for financial support.
- Expect each board member to make an annual contribution to the JCRC according to his or her means, and take an active role in raising money.
- Cultivate board members with expertise in finance.
- Approve and monitor the annual operating budget.
- Review regular financial reports from staff.
- Require an annual audit by an independent accountant.



Outreach

- Be active community ambassadors, promoting the JCRC's mission, service, and achievements, as well as bringing community perspectives to the attention of the board and staff.
- Listen to the needs of current and potential members.
- Ensure that the JCRC has a marketing and public relations strategy to support outreach.
- Seek out leaders in business, government, education, and the media to inform them about current JCRC programs.
- Develop policies that support and encourage outreach activities.

GUIDELINES FOR PUBLIC DISCUSSIONS & COMMUNITY EVENTS*

To help ensure a civil and productive conversation we remind all participants as well as audience members that we gather as a community to discuss and debate, but not to degrade. Our goal should always be to have a civil and constructive discussion or program.

This goal has deep roots and support in Torah and our community's traditions. Our Sages understood and appreciated the fruit of arguments that were conducted *l'shem Shamayim*, "for the sake of Heaven." They fervently believed that great minds, engaged in earnest seeking and questioning, could find better and richer solutions to the problems they faced. They refrained from insisting on uniformity. They sought to preserve and thereby honor the views of the minority as well as the majority. This they did through the great teaching, *Eilu v'elu divrei Elokim chayim*, "both these and those are the words of the living G-d."

To honor this tradition, we therefore remind everyone of the following guidelines:

- 1) Please show the facilitator, discussion leader, moderator and each participant in the conversation the respect you would expect others to show you when you speak.
- 2) Please focus your remarks and questions on the issues being discussed and not abstract or unrelated concerns that may also be important to the community, but are not directly related to the topic at hand.
- 3) Please refrain from making statements that are denigrating to others based on race, religion, ethnicity or sexual orientation.
- 4) Please remember that we become a stronger community by considering a diverse range of views. Therefore, no single individual should dominate the discussion.
- 5) Please speak to others as you would wish to be spoken to. Those who speak have a special responsibility to put forward ideas and questions in a manner which focuses on the issue at hand and challenges the intellect of others, but not the person who gives voice to an opposing view.

The choice of words and images in remarks has the power to either inspire passion or create provocation. We affirm the advice of our sages-- to choose one's words carefully lest they assault the other rather than convince.

Individuals who are unduly disruptive, disrespectful of speaker or guests, or pose a danger to others will be considered in violation of these guidelines and will be asked to leave the event or discussion.

*refers to Federation/Agency meetings, community events, educational programs and settings, etc. JCRC Board Approval 2011

SECTION C

BYLAWS



AMENDED AND RESTATED BYLAWS OF THE JEWISH COMMUNITY RELATIONS COUNCIL OF SOUTHERN NEW JERSEY

Adopted – 1993
Revised - April 25, 2007
Revised March 25, 2008
Approved by Federation – October 29, 2008
Revised November 4, 2014
Approved by Federation – December 17, 2014
Amended and Restated – March 1, 2022
Approved by Federation – October 23, 2022

The Jewish Community Relations Council of Southern New Jersey (the "JCRC"), an agency of the Jewish Federation (the "Federation"), pursuant to the provisions of Section 8.2 of the Bylaws of the Jewish Community Relations Council of Southern New Jersey, initially adopted 1993, as revised on April 25, 2007, March 25, 2008 and November 4, 2014 and approved by the Federation on October 29, 2008 and December 17, 2014 (collectively, the "Original Bylaws"), hereby adopts these Amended and Restated Bylaws ("2022 Bylaws"), which restate, amend and supersede the Original Bylaws of the JCRC in their entirety as described below:

ARTICLE I - NAME AND ASSOCIATION WITH FEDERATION

Section 1.1 Name

1.11 The name of this agency is the Jewish Community Relations Council of Southern New Jersey, an agency of the Jewish Federation of Southern New Jersey.

1.12 The Jewish Community Relations Council of Southern New Jersey shall be referred to hereinafter in these bylaws as the JCRC.

1.13 The Jewish Federation of Southern New Jersey shall be referred to hereinafter in these bylaws as the Federation.

Section 1.2 Association with the Federation

1.21 As an agency of the Federation, JCRC is entrusted with speaking and acting on behalf of the Federation and the Jewish Community it represents on Jewish community relations concerns.

1.22 As the "public voice" of the Federation, the JCRC shall work closely with the Federation and consult with it on all issues that have potential impact on the Federation.

ARTICLE II - PURPOSES AND GOALS

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Section 2.1 Scope of Activities

2.11 The JCRC is organized exclusively for charitable and educational purposes and shall serve as the community relations arm of the Jewish community in Burlington, Camden, and Gloucester counties ("Jewish Community") in order to foster conditions conducive to vital and creative Jewish living, to respond to threats to Jewish freedom and security locally, nationally or internationally, and to help Jews and members of all religious, racial and ethnic groups everywhere work and live together harmoniously in a free, pluralistic, and democratic society.

2.12 In support of the JCRC's purposes, the JCRC shall, consistent with its Mission Statement:

- (a) serve and defend the Jewish Community and, at times, the Jewish community at large, collectively and individually, against threats to its safety, security and survival, including but not limited to, anti-Semitism;
- (b) foster and encourage support for the State of Israel;
- (c) foster tolerance and understanding through Holocaust education, and the operation of the Esther Raab Holocaust Museum and Goodwin Education Center;
- (d) encourage participation by the Jewish Community in matters relevant to social, political, and economic justice for all people, and
- (e) encourage assistance for needy and endangered Jewish and non-Jewish communities around the world.

2.13 In order to implement the above purposes and goals the JCRC shall:

- (a) advocate within and on behalf of the Jewish Community on issues of public policy;
- (b) speak out on matters of concern to the Jewish Community;
- (c) educate the Jewish Community and the community at large about topics of importance and concern to the Jewish Community;
- (d) communicate with diverse groups within the Jewish Community and organizations and people outside of the Jewish Community that represent and are of other faiths and ethnicities on matters of concern to them and/or the Jewish Community; and
- (e) conduct all of the above actions and activities in a non-partisan manner without endorsing any candidates or political parties at any government level.

2.14 The JCRC is committed to the principles of democracy and pluralism; to freedom of religion, thought, expression, assembly and petition; to equal rights, justice and opportunity; and to acceptance of and respect for differences among the many groups that constitute American society.



ARTICLE III - OFFICERS

Section 3.1 Officers

3.11 The officers of the JCRC during the first year of the newly elected President's term shall consist of a President, no less than two (2) and no more than four (4) Vice Presidents (at the discretion of the President), and the Board Secretary. Should the President be elected for a second term, then the officers shall consist of a President, President-Elect and up to three (3) Vice Presidents (in the discretion of the then current President) and the Board Secretary.

3.12 The officers of the JCRC shall serve for a period of one year from the date of the JCRC Annual Meeting succeeding their election, when they shall be installed, until the date of the next Annual Meeting of the JCRC when their successor officers shall be installed.

Section 3.2 President

3.21 The President shall be the principal lay executive officer of the JCRC and shall, in general: (a) supervise and control all of the affairs of the JCRC; (b) provide oversight of and direction to the other officers of the JCRC and the agents and employees thereof; (c) see that their respective duties are properly performed; (d) serve on the Federation Board; and (e) perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

3.22 The President shall preside over all meetings of the Executive Committee and the Board of Directors.

3.23 The President may, in his/her discretion: (a) assign to each of the Vice Presidents the committees for which they are responsible; (b) name the chairpersons of the standing committees; (c) establish any committees in addition to the standing committees as the need may arise; and (d) be an ex officio member of all committees.

Section 3.3 Vice Presidents

3.31 To the extent so assigned by the President, the Vice Presidents shall act as liaisons between the standing or ad hoc committees to which they are assigned by the President; shall keep the President, Executive Committee, and the Board of Directors informed of the activities and needs of those committees; shall act as an advisor to their chairpersons; and shall perform such other duties from time to time as may be reasonably assigned by the President or by the Board of Directors.

3.32 The President-Elect shall perform the duties of a Vice President and such other duties as may be assigned by the President. In the temporary absence of the President, the President-Elect (or if no President-Elect, a Vice President as determined by the Executive Committee) shall temporarily perform the duties of the President. In the event of the resignation or permanent inability of the President to perform his/her duties, the President-Elect (or if no President-Elect, a Vice President as determined by the Executive Committee) shall become the President.



Section 3.4 Board Secretary

3.41 The Board Secretary shall keep the minutes of all meetings of the Board of Directors and the Executive Committee, and, in general, perform all duties incident to the office of secretary and such other duties as from time to time may be reasonably assigned by the President.

ARTICLE IV - EXECUTIVE COMMITTEE

Section 4.1 Composition of Executive Committee

4.11 The Executive Committee shall consist of the officers of the JCRC, the immediate Past President and up to two additional Past Presidents of the JCRC as designated by the President, and other members of the Board of Directors including up to four At-Large members to be appointed by the President.

Section 4.2 Meetings

4.21 The Executive Committee shall meet, in person or virtually, at least five (5) times a year.

4.22 The Executive Committee may meet on other occasions, at the direction of the President or upon a vote of a majority of the Executive Committee, provided all members of the Executive Committee are notified personally, by phone, email, or text message at least three (3) days prior to such meeting.

4.23 The Executive Committee shall:

(a) develop or approve programs developed by committees for the JCRC to be submitted to the Board of Directors; and

(b) develop policy positions on issues affecting the Jewish Community to be submitted to the Board of Directors.

4.24 No quorum shall be needed for the Executive Committee to act, provided that all members of the Executive Committee are notified of a regularly scheduled meeting personally by phone, email, or text message at least ten (10) days prior thereto, or in the case of a special meeting as required by Section 4.22.

4.25 All action of the Executive Committee shall be by majority vote of members present, and no proxy voting shall be allowed.

ARTICLE V - BOARD OF DIRECTORS

Section 5.1 Composition of Board of Directors

5.11 The Board of Directors of the JCRC shall consist of the Officers, the immediate

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Past President, any Past Presidents appointed to the Executive Committee by the President, no more than twelve (12) Community At-Large members and no more than twenty-four (24) Federation-Approved At-Large members (each as defined in Section 5.2 herein).

Section 5.2 At-Large Members

5.21 At-Large members shall be selected as set forth in Article VI, for a term of 3 years or to fill any vacancies of uncompleted terms.

5.22 At-Large members of the JCRC appointed pursuant to Article 6.13 (hereinafter referenced as "Federation-Approved At-Large members") shall:

- (a) reflect the diverse views of the Jewish Community;
- (b) attend all meetings of the Board of Directors of the JCRC;
- (c) serve on JCRC committees;
- (d) make a meaningful financial contribution both to the JCRC and to the Federation;
- (e) comply with all JCRC and Federation policies relating to board membership; and
- (f) in general, act to further the goals and purposes of the JCRC and the Federation.

5.23 At-Large members of JCRC appointed pursuant to Article 6.12 (hereinafter referenced as "Community At-Large members") shall:

- (a) be selected to enhance the diversity of the JCRC through, among other criteria, synagogue affiliation, organization membership, and geographic location;
- (b) attend all meetings of the Board of Directors of the JCRC;
- (c) serve on JCRC committees;
- (d) make a meaningful financial contribution to the JCRC and the Federation;
- (e) comply with all JCRC and Federation policies relating to board membership; and
- (f) in general, act to further the goals and purposes of the JCRC and the Federation.

Section 5.3 Associates of the JCRC

5.31 Associates of the JCRC are members of the Jewish Community who support the

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goals, purposes, and activities of the JCRC, and who have agreed to attend and participate in the meetings of the Board of Directors as non-voting members thereof.

5.32 The President may appoint up to ten (10) Associates of the JCRC.

5.33 An Associate of the JCRC shall serve for a period not to exceed one year during the term of the President who appointed the Associate.

Section 5.4 Meetings

5.41 The Board of Directors shall meet at least once a month from September to May pursuant to a published schedule of dates to be set by the President prior to the September meeting of the Board of Directors.

5.42 The Board of Directors may meet on other occasion, upon the call of the President or upon a vote of two-thirds (2/3) of the Executive Committee present and voting, provided all members are notified personally, by mail, fax, or email at least ten (10) days prior to such meeting for a regular meeting and at least (3) days prior to such meeting for a special meeting.

5.43 A quorum for any regular or special meeting of the Board of Directors shall be a total of fifteen (15) members, which must include either the President or two (2) Vice Presidents.

5.44 Unless otherwise required by these bylaws, the constitution of the Federation, or other provisions of law, all actions of the Board of Directors shall be by a majority vote of those members present and voting in the chosen forum for such meeting. No proxy voting shall be allowed.

5.45 All meetings of the Board of Directors may be open to the members of the Jewish Community who may, at the discretion of the President, be permitted to participate in the discussions of the Board.

5.46 Only those persons designated as members of the Board of Directors by Section 5.11 shall be entitled to vote on issues coming before the Board of Directors.

5.47 Associates of the JCRC, duly appointed as provided in Section 5.32, shall be entitled to participate in the discussions of the Board of Directors but shall not be entitled to vote on any issues coming before the Board.

5.48 The Board of Directors may act on any program or policy which furthers the goals and purposes of the JCRC.

Section 5.5 Annual Meeting

5.51 The President, in consultation with the Executive Committee, shall establish the date of the Annual Meeting of the JCRC, which in no event shall be later than September 30 in any year.

5.52 In addition to any other regular business the Annual Meeting shall include:

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(a) a report to the membership of the JCRC by the outgoing President on the activities of the organization during the preceding year, and

(b) the installation of Officers and At-Large members for the succeeding year.

Section 5.6 Failure to Attend Meetings

5.61 The President may declare vacant the position of any Officer or At-Large member who misses three or more meetings of the Board of Directors within one (1) year.

5.62. Vacancies in such positions shall be filled as provided for in Section 6.31 in the case of Officers and At-Large members.

ARTICLE VI - ELECTION OR APPOINTMENT OF OFFICERS AND AT-LARGE MEMBERS

Section 6.1 Nominating Committee

6.11 By January 15th the President shall appoint a Nominating Committee consisting of at least five (5) members of the JCRC; such committee shall be chaired by the immediate Past President of the JCRC.

6.12 The Nominating Committee shall nominate for approval by the Executive Committee:

(a) four (4) Community At-Large members, who meet the criteria described in Article 5.23, to serve as At-Large members of the Board of Directors for a term of three (3) years; and

(b) any additional Community At-Large members of the Board of Directors as needed to fill Community At-Large vacancies and serve out the unexpired terms of such members previously appointed.

6.13 The Nominating Committee shall nominate for approval by the Federation:

(a) a President to serve for a term of one (1) year;

(b) no less than two (2) and no more than four (4) Vice Presidents to serve for a term of one (1) year; should the President be elected for a second term, then the Nominating Committee shall recommend a President-Elect and no less than two (2) and no more than three (3) Vice Presidents;

(c) a Board Secretary to serve for a term of one (1) year;

(d) eight (8) Federation-Approved At-Large members of the Federation to serve as At-Large members of the Board of Directors for a term of three (3) years; and

(e) any additional Federation-Approved At-Large members of the Board of Directors as needed to fill Federation-Approved At-Large vacancies and serve out



the unexpired terms of such members previously appointed.

6.14 No person shall be nominated to fill the office of President for more than two (2) consecutive terms. No person shall be nominated to fill the office of Vice President or Board Secretary for more than six (6) consecutive terms. No person shall be nominated to serve as an At-large member for more than six (6) consecutive years.

6.15 With regard to the Community At-Large members nominated pursuant to Article 6.12, the Nominating Committee shall, consistent with Article 5.23, recommend candidates who enhance the diversity of the JCRC through, among other criteria, synagogue affiliation, organization membership, and geographic location.

Section 6.2 Election by Federation

6.21 At least sixty (60) days prior to the Annual Meeting of the JCRC, the Nominating Committee shall present its list of nominees set forth in 6.13 above to the Federation Nominating Committee which shall expeditiously act on such nominations.

6.22 If any nominee is not approved by the Federation Board, the Nominating Committee shall make an alternative nomination.

Section 6.3 Filling of Vacancies

6.31 Any vacancy occurring among the Officers or Federation-Approved At-Large members of the JCRC nominated pursuant to Article 6.13 may be filled by the JCRC President with the concurrence of the Federation President until that position can be acted upon by the Nominating Committee in the regular executions of its duties.

6.32 Any vacancy occurring among Community At-Large members of the JCRC nominated pursuant to Article 6.12 may be filled by the JCRC President until that position can be acted upon by the Nominating Committee in the regular executions of its duties.

ARTICLE VII - COMMITTEES

Section 7.1 Number and Names of Standing Committees

The JCRC shall maintain, at a minimum, a Finance Committee. The purpose of the Finance Committee is to review periodic financial reports on JCRC performance and to assist in the preparation of the Annual Budget to be presented to the Board of Directors and then to the Federation for approval. The JCRC may maintain the following committees, which include but shall not be limited to: Israel Advocacy Initiative Committee, Interfaith/Intergroup Committee, Government Affairs Committee, Funds Development Committee, Incident Response Committee and Marketing Committee.

Section 7.2 Chairpersons and Members of the Committees

7.21 The President of the JCRC shall annually appoint a member of the Board of



Directors to serve as chairperson of each committee.

7.22 In addition to the chairperson, each Committee may consist of other members of the Board of Directors and Associates of the JCRC.

7.23 All members of each committee serve at the pleasure of the chairperson of that committee and subject to the approval of the President.

7.24 All members of each committee once appointed shall continue to serve on that committee unless removed from that position by the chairperson or President, or until the election of a new President and the selection of a new chairperson.

7.25 All members of each committee shall be entitled to vote on any matter coming before such committee.

Section 7.3 Ad Hoc Committees

7.31 Ad Hoc Committees of the JCRC may be established by:

- (a) the President; or
- (b) a majority vote of the Board of Directors.

7.32 All Ad Hoc Committees shall continue to exist until dissolved by the President or a majority vote of the Board of Directors.

7.33 The chairpersons and members of any Ad Hoc Committee shall be appointed and serve in the same manner as those on the Committees, as set forth in Sections 7.21 through 7.25, except that the chairperson of the Ad Hoc committee or President may appoint other members of the Jewish Community to serve on that committee.

ARTICLE VIII - AMENDMENT

Section 8.1 Proposal of Amendment

8.11 Amendments to these bylaws may be initiated in the following manner:

- (a) by a written proposal signed by the President; or
- (b) by a written proposal signed by a majority of the Executive Committee; or
- (c) by a two-thirds (2/3) vote of the Board of Directors present and voting on such proposal made at a meeting of the Board, provided that all members of the Board of Directors shall receive a copy of the proposal at least ten (10) days prior to the meeting. If such proposal is made at a meeting without prior notification, the proposal shall not be voted on but shall be tabled until the next regular meeting of



the Board of Directors, so that notice of such proposal can be given.

8.12 Such proposal shall be in writing and shall set forth the specific language of any changes or additions to be made to these bylaws.

8.13 A proposal to amend these bylaws initiated by the President or the Executive Committee shall be placed on the agenda of the next meeting of the Board of Directors following its proposal and all members of the Board of Directors shall receive a copy of the proposal at least ten (10) days prior to the meeting.

8.14 The Executive Committee shall review the bylaws to determine whether the bylaws require amendment at least every four years and, at no point, should two consecutive two-year terms of the President pass without such a review.

Section 8.2 Consideration of Amendment by Board

8.21 A proposal to amend these bylaws shall be approved by the Board of Directors upon a two-thirds (2/3) vote of the Board of Directors present and voting.

8.22 A proposal to amend these bylaws may itself be amended by a majority vote of the Board of Directors present at the meeting at which such proposed amendment was placed on the agenda, provided that such changes in the proposal relate to the same subject matter as did the original proposal.

Section 8.3 Action on an Amendment by Federation

8.31 Once a proposal to amend these bylaws has been approved by the Board of Directors it shall be forwarded to the Federation Board for action thereon.

8.32 Federation may approve such amendment, reject such amendment, or return it to the Board of Directors for further consideration with whatever comments or suggestions Federation deems appropriate.

8.33 If a proposed amendment to these bylaws is returned to the Board of Directors by the Federation, it shall again be considered by the Board of Directors at its next meeting and may be acted upon in the same manner as provided for in Sections 8.21, 8.22, 8.31 and 8.32.

8.34 If a proposed amendment to these bylaws is approved by the Federation, then the amendment shall become effective immediately.

SECTION D

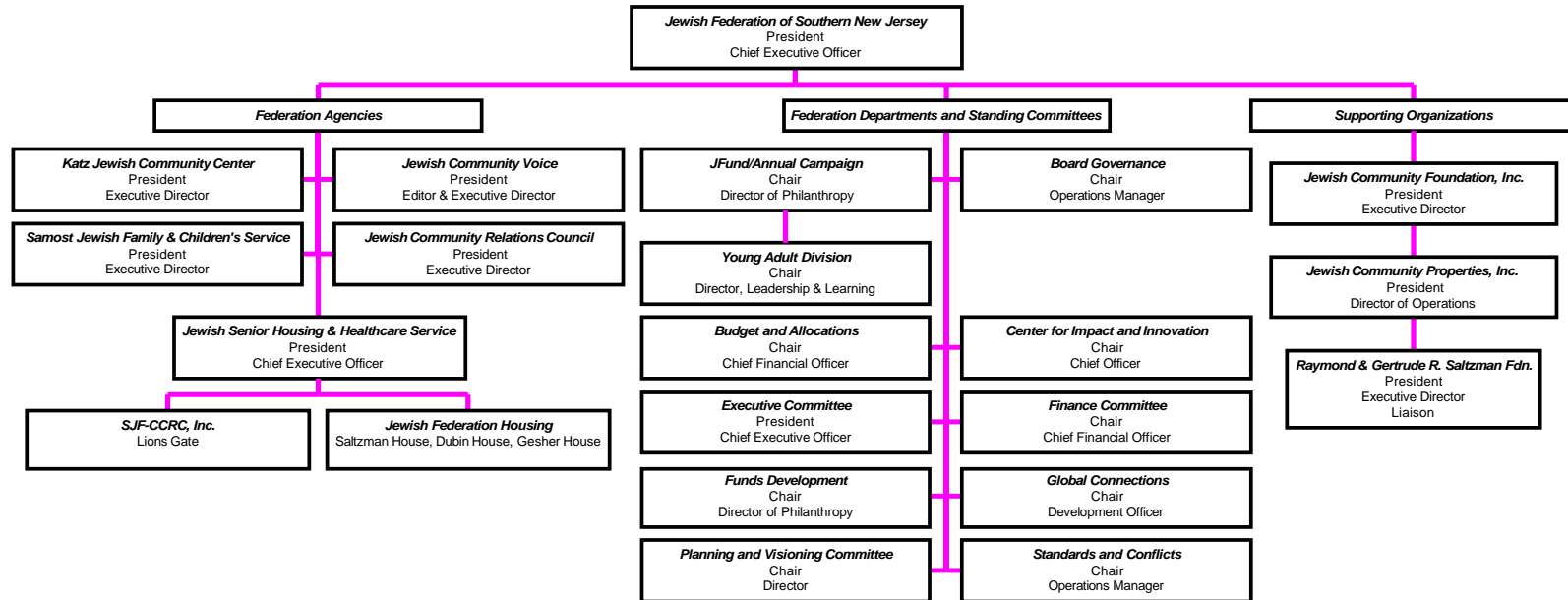
ORGANIZATION

CHARTS

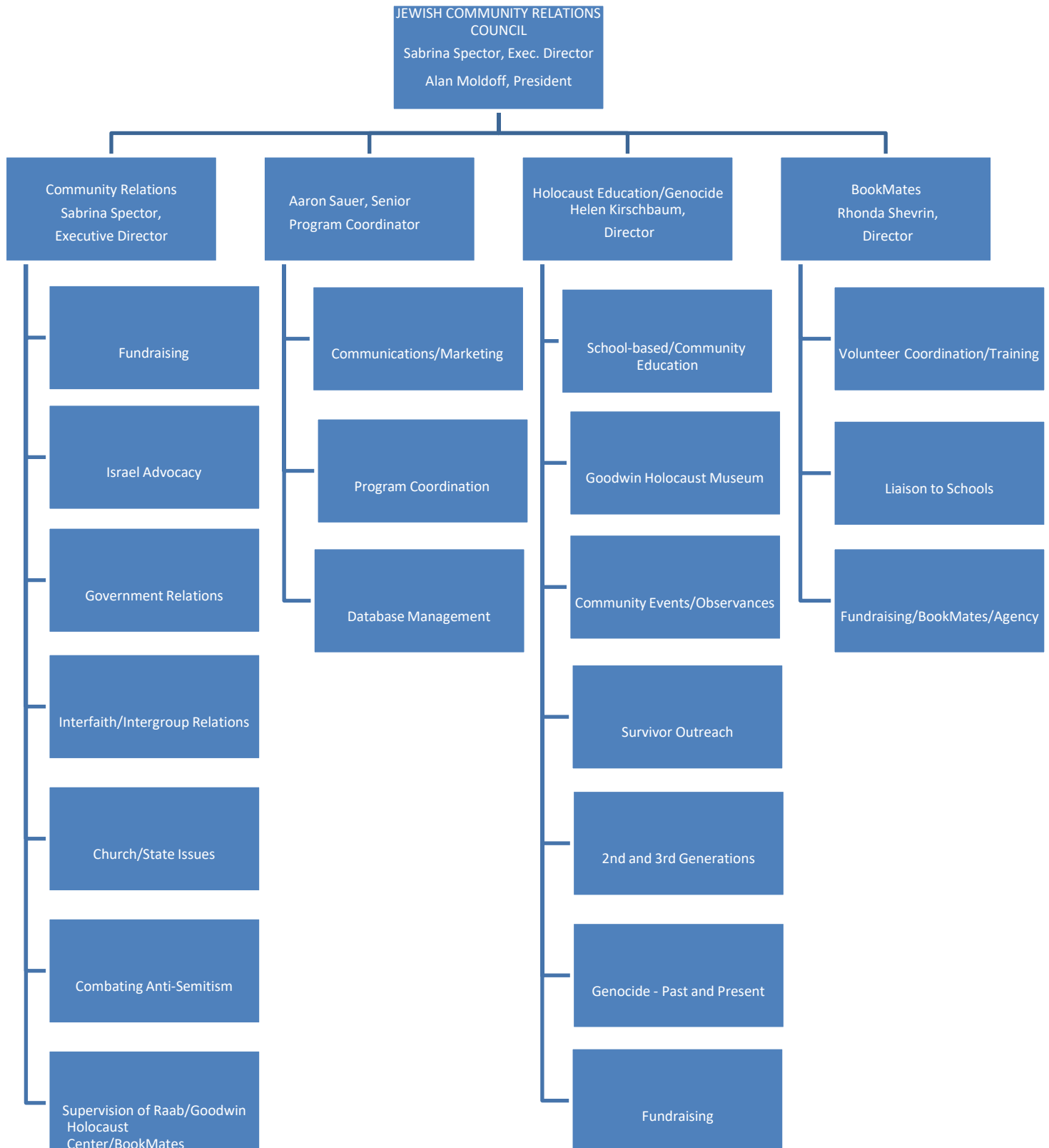
Jewish Federation of Southern New Jersey

2020 Organizational Structure

Agencies, Departments and Standing Committees
as of July 30, 2020



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Section E

Staff / Board Members



JCRC STAFF

Sabrina Spector, JCRC Executive Director

JCRC Phone: 856.751.9500 x1108

Direct Line : 856-673-2511

Cell Phone: 856-316-2938

Email: sspector@jfedsnj.org

Helen Kirschbaum, Esther Raab Holocaust Museum & Goodwin Education Center Director

JCRC Phone: 856.751.9500 x1249

Email: hkirschbaum@jfedsnj.org

Rhonda Shevrin, BookMates Director

JCRC Phone: 856.751.9500 x1143

email: bookmates@jfedsnj.org

Aaron Sauer, JCRC Senior Program Coordinator

JCRC Phone: 856.751.9500 x1404

Email: asauer@jfedsnj.org

Conor Odell, JCRC Administrative Assistant

JCRC Phone: 856.751.9500 x1138

Email: codell@jfedsnj.org

Office fax number: 856.751.1697

Website: www.jcrdsnj.org



Jewish Community Relations Council of Southern NJ



@ JCRCofSNJ

First Name	Last Name	E-Mail	Role
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Executive Committee

Alan	Moldoff	moldofflaw@gmail.com	President
David	Bross	dsbee26@gmail.com	Vice President
Liza	Wolf	wolf99@comcast.net	Vice President
Mark	Kramer	MKramer@kramerbev.com	Vice President
Steve	Chevrin	stevenchervin@gmail.com	Vice President
Randi	Stoopler	stoopler@verizon.net	Secretary
Jeffrey	Apell	japell@posternockapell.com	Immed Past President
Jeff	Shacket	jeff@shacket.com	Past President
Marcia	Baruch	mnbaruch@aol.com	Past President

Total Exec Board

-

9

At Large Federation

Jonathan	Anolik	jonanolik@gmail.com	Federation
Tracy Ann	Bancroft	traannban@yahoo.com	Federation
Pamela	Benedon	psb@comcast.net	Federation
Leonard	Berman	leonardberman18@gmail.com	Federation
Richard	Berman	richard.berman@morganstanley.com	Federation
Chris	Boyd	chrisboyd2@gmail.com	Federation
Linda	D'Angelo	lsarlui@fabritrak.com	Federation
Tracey	Diamond	diamondresources1@gmail.com	Federation
Marc	Diamondstein	marc.diamondstein@gmail.com	Federation/Exec
Bonnie	Galam	bonniejohnson20@gmail.com	Federation
Curtis	Golkow	curt@golkowbusinesslaw.com	Federation
Carolyn	Jacobs	cmjacobs17@verizon.net	Federation
Phil	Koren	philkoren@gmail.com	Federation
Benjamin	Landsburg	benjamin.landsburg@gmail.com	Federation
Stephen	Miller	samiller@cozen.com	Federation
Tameika	Minor	tameika.minor@gmail.com	Federation
Rena	Platt-Goldstein	renaplatt@verizon.net	Federation
Haleh	Rabizadeh-Resnick	halehresnick@gmail.com	Federation
Mindy	Schorr	mindy.schorr@emersonreid.com	Federation
Harriet	Schulman	hssgrammy@yahoo.com	Federation
Richard	Selznick	rselznick@comcast.net	Federation
David	Spector	david.spector25@gmail.com	Federation
Lynne	Warszawski	lynne@waishas.net	Federation
Jason	Whitney	jason.ryan.whitney@gmail.com	Federation

Total Federation

24

Community At Large

Celestine	Berg	celestineberg@me.com	Community
Zumi	Brody	zumi622@yahoo.com	Community
Jeffrey	Lubin	Lubin_jeffrey@yahoo.com	Community
Julie	Lyon	julie.lyon@rightatschool.com	Community
Dan	Martin	danmartin@comcast.net	Community
Dorin	Mendelby	dorin.mendelby@gmail.com	Community
Rabbi Michael	Perice	rabbiperice@templesinainj.com	Community
Jay	Ruder	jruder727@gmail.com	Community/Exec
Stacey	Shaltiel	stacey.shaalitel@gmail.com	Community
Larry	Snider	ld.snider@yahoo.com	Community
Michael	Tillinger	mn.tillinger@gmail.com	Community
Danny	Wolf	dwolfrealestate@gmail.com	Community

Total Community

-
-

12

Associates

Gloria	Bach	gback5454@aol.com	Associate
Robert	Benedon	rmb7@comcast.net	Associate
Neal	Cupersmith	ncupersmith@cwsscpas.com	Associate
Karin	Elkis	karinelkis@gmail.com	Associate
(Rabbi) Lewis	Eron	lewiseron@hotmail.com	Associate
Yaffa	Fuchs	yaffafuchs@gmail.com	Associate
Barney	Kaplan	barney126@comcast.net	Associate
Rabbi Hersh	Loschak	rabbi@rujewish.org	Associate
		-	
		-	

Total Associates

-

8

Section F

Agency Departments

- [Esther Raab Holocaust Museum & Goodwin Education Center](#)
- [BookMates](#)
- [Interfaith & Intergroup Relations](#)
- [Israel Advocacy Initiative](#)



Student Educational Programs include:

1. Discussions with Holocaust Survivors, Concentration Camp Liberators and children/grandchildren of Survivors (at the Raab/Goodwin Center and in public, private, parochial, juvenile justice, and home schools)
2. Actual and Virtual Tours of the Esther Raab Holocaust Museum
3. Performances of *Dear Esther*
4. *The Town That Fought Hate*
5. *Through the Eyes of A Friend*
6. *The Boy That Could Be Captain Hook* with David Harrell
7. Survivor/Docent Guided Tours of the US Holocaust Memorial Museum for Students
8. Tolerance Guest Reader Program
9. Videoconferencing Classes
10. Student Lunches with Café Europa Members
11. Linda and Murray Lauchlight Foundation and NJ Holocaust Commission: Adopt a Survivor Program
12. Student Yom Hashoah Program with individual schools, both public and Hebrew schools
13. Bar/Bat Mitzvah Twinning Programs
14. Survivor High School Graduation Program
15. Josiah DuBois Humanitarian Award
16. Confronting Anti-Semitism Workshops for Hebrew school students
17. 2nd and 3rd Generation Members Share Family Testimonies
18. Student Butterfly Project
19. Support offered when incidents of bias occur in schools

Teacher Educational Programs

1. Sidney Newman Memorial – One Day Trip to US Holocaust Memorial Museum for Teachers and Survivors
2. Teacher Training Programs with NJ Commission on Holocaust Education; Facing History and Ourselves; Jewish Partisans Educational Foundation; ADL; Yad Vashem; Special Guest Speakers
3. Teacher Training Programs done on request of individual School Districts
4. Teacher Resources: Educational Materials; Recorded Survivor Testimonies; DVD Collection; Curriculum Guides; Holocaust Library Collection.

Community Programs and Services

1. *Kristallnacht* Community Wide Observance with Arts, Books, and Culture Festival
2. Yom Hashoah Community Wide Observance
3. Yom Hashoah speakers provided for community and government programs
4. JCC Senior Adult *The World We Live In* Discussion Series
5. Travelling Exhibits: *The Holocaust and Genocide: The Betrayal of Humanity; When We Said Never Again, Did We Really Mean It?*
6. Speakers provided for Community groups (Rotary clubs; Senior Groups; Diversity Day Programs, Churches, etc)
7. Cooper River and Katz JCC Holocaust Memorials
8. Partner with JCF, WHYY, US WWII Museum, and Yad Vashem to record survivor testimonies



9. Partner with NJ Commission on Holocaust Education to offer 2nd/3rd Generation Programs
10. Partner with *Haddonfield Plays and Players* & *Ritz Theater* for community Holocaust performances
11. Partner with synagogues to offer community programs
12. Annual Community Fundraiser to benefit Raab/Goodwin Center
13. Annual Community *March of Remembrance*



Mission Statement

BookMates is a social justice program of the Jewish Community Relations Council of Southern New Jersey and the Catholic-Jewish Commission. The mission of BookMates is to offer at-risk children a rich one-on-one literacy experience. This nurturing connection encourages in youngsters a love of reading and provides them with a solid foundation for success in school and beyond.

Overview of the Program

Since its inception in 1999, BookMates has worked to improve literacy skills by providing weekly one-to-one reading sessions with caring adult volunteers for more than 4,000 disadvantaged students in kindergarten through second grade. Many of these children are rarely read to at home and benefit greatly from the volunteers' individualized attention. As they share the joy of reading, the volunteers also expose the children to a wide range of literature, expand their vocabulary, help improve their comprehension skills, and increase their motivation to read.

Statistics show that by the time they enter school, children from low-income homes have had very little one-on-one reading time with adults. Children who are read to at home start school with the literacy experience needed to become proficient readers, while children who do not have that advantage begin school without the necessary skills. Read-aloud time with volunteers helps these at-risk students get the boost they need to keep from falling even further behind their classmates.

Yet it is not just the children who gain something from participating in the BookMates program. Dozens of volunteers, many of whom are retirees, return to the program year after year because it provides them with an enjoyable and satisfying opportunity to make a difference in a child's life. All BookMates volunteers receive training and ongoing support from the BookMates program coordinator and the site coordinator at each school.

The BookMates program has grown tremendously since 1999, when the program originated in just two schools in Camden City. Currently, approximately 300 BookMates volunteers read weekly with more than 600 children in 42 elementary schools in Burlington, Camden, and Gloucester Counties, including fourteen schools in Camden City.



How You Can Help

BookMates operates with funding solely from grants and private donations. While BookMates is an extremely cost-effective program (due to the use of volunteer trainers, volunteer reading mentors, and donated books), contributions are greatly needed in order to cover basic operating expenses. Only with the support of generous sponsors can BookMates continue to provide essential one-to-one reading experiences for disadvantaged children.

During the holiday season, your donation may be made in honor of your professional colleagues as a way to thank them for their referrals. They will receive a personalized note from BookMates acknowledging the donation you have made in their honor. Contributions may also be made at any time in honor or in memory of a loved one.

To learn more about becoming a BookMates sponsor or volunteer, please contact Rhonda Shevrin, BookMates Director, at 856-751-9500, ext. 1143 or bookmates@jfedsnj.org.



INTERFAITH AND INTERGROUP DIALOGUE

The JCRC works on a daily basis to protect and serve the most vulnerable among us, to foster greater mutual respect, and to strengthen the fabric of our local community. We serve as the Jewish community's central voice for relationship building between Jews and other faith, ethnic, and minority groups in the South Jersey region. In times of celebration and times of need, we work together to build a stronger more vibrant community where all people of all backgrounds, faiths, and identities feel valued and safe.

Through our partnerships with the Jewish Christian Muslim Dialogue, Cherry Hill boards, the Chamber of Commerce of Southern Jersey, and many other organizations, we expand our circle to consistently meet and build bridges with all ethnic groups.

The Jewish Christian Muslim
DIALOGUE
of Southern New Jersey



ISRAEL ADVOCACY INITIATIVE

ISRAEL ADVOCACY INITIATIVE

The JCRC Israel Advocacy Initiative (IAI) serves as a resource for individuals and organizations in the Southern New Jersey community on the latest information, trends, issues, and advocacy opportunities in support of Israel.

IAI promotes awareness of and support for the State of Israel throughout the community and tri-county area through educational programs, events, speakers and other activities.



SECTION G

COMMITTEES

AND PROGRAMS

A Functioning Committee System

Committees and other small working groups within a Board of Directors

A committee is a group of volunteers appointed to perform a specific task within a given area of board responsibility. Committee members need not be board members. There may be standing committees of the board (finance, program, personnel, etc.), or there may be ad hoc (temporary or short-term) committees. Ad hoc committees may be called task forces, project groups, or commissions, but regardless, they function as committees, and are a potentially effective tool for accomplishing the work of the board.

POLICY PLANNING is the major task of most committees, while POLICY DETERMINATION is the responsibility of the board of directors.

Among the most important benefits of committees are:

- Relieving board meetings of many routine matters
- Maximizing the use of board member resources and involvement through detailed work on important matters
- Providing the board the opportunity to utilize the special resources of others who may not be on the board.
- Broadening the base of “ownership” of a JCRC’s work, building community, and increasing support for decisions made by the committee
- Improving the quality of policy formulation and problem-solving recommendations through small groups; providing careful and detailed consideration of data, issues, and alternatives

Functions of Committees

The effective use of committees distributes and expedites the work of the board. In general, the JCRC’s by-laws specify standing committees; however, all committees should be reviewed annually. Today, there is a growing trend for boards to have fewer standing committees and more task forces that have specific charge and function.

Standing committees usually include those dealing with administrative matters, nominations and board/leadership development, finance and budget, personnel, legal matters, building facilities, and resource development/fundraising. There is often an executive committee comprised of the officers and other key board members and committee chairs. The traditional program, marketing, planning, and membership committees may be set up as standing committees or task forces.



All committees derive their authority and powers from the board and the JCRC bylaws. Committees are free to act only within established policies, although they may recommend for board approval new or revised policies. Committees are obligated to report to the board on their work.

Customarily, the chair of a standing committee is a member of the board who is appointed by the president. Chairs of special, ad hoc, or advisory committees are most often, but not necessarily members of the board. In most JCRCs, the president approves committee members in consultation with the committee chair, the JCRC executive, and the staff assigned to that committee.

Committee Chairs

The committee chair is most often a board member and is responsible for offering leadership to a specific committee. The committee chair is thoroughly familiar with the committee's purposes and able to interpret to committee members the necessity and value of the committee's tasks.

It is the job of the JCRC executive or assigned staff member to be a resource and consultant to committee chairs in all aspects of their tasks.

Committee Members

When accepting appointment to a committee, the member assumes the responsibility of attending committee meetings and accepting assigned individual tasks that contribute to the committee's purposes. Faithful participation by each committee member enables the committee to achieve its mission. Committee activities enable the board to conduct its business effectively. Committee members may also come from the general membership.

Role of Staff with Committees

It is expected that all committee meetings will be staffed by a JCRC professional. The JCRC executive director or assistant director staff the major administrative committees (see Functions of Committees above.) The appropriate professional assigned to a specialized department, i.e., marketing or membership, should staff these committees. Program planning committees are staffed by program directors. Staff members also serve as liaisons by communicating the thinking of other committees on different aspects or ramifications of the same issues. When decisions are made, staff members do not vote.

GUIDING PRINCIPLES FOR COMMITTEES

Experience shows that committee work is effective, productive, and satisfying to members when:

- The purpose of the committee and what is expected of its members is clearly stated
- Members are qualified, interested, and committed to JCRC
- The work of the committee and its recommendations are given serious consideration by the board
- Committee members listen and respect each other's opinions. There is an informal, relaxed atmosphere, rather than a series of formal exchanges
- There is good preparation by committee staff, committee chair, and all committee members; materials are well prepared and available in advance for review and study
- There is careful time control; meetings start and end on time and enough time is allowed to get the work done
- Good minutes or records are kept to ensure opinions and decisions are recorded and retained
- Decision making is sought at least once each meeting
- Periodically, the committee assesses its own performance and implements improvements
- Members feel they are making a contribution and are recognized

Contribution of Board and Committee Members

- Ability to evaluate and plan JCRC services
- Expertise in a variety of areas that are needed by the JCRC
- Ability to influence and create credibility in the Jewish and general community
- Ability to attract financial and human resources
- Capacity for critical review of board performance
- Knowledge of how the Jewish and general communities operate
- Ability to affect change
- Continuity of experience and policy of the JCRC
- Commitment to the continuity of Jewish life
- Sanction of various key segments of the Jewish and general communities
- Ability to be a spokesperson for the JCRC

Contribution of Staff

- Professional expertise
- Commitment to the continuity of Jewish life
- Knowledge of the tradition and ideals of the JCRC Movement
- Knowledge of resources that will aid the JCRC in its service, and skills in making these resources available to the JCRC
- Knowledge of current and future social changes; ability to make others aware of them and to involve others in the task of meeting them
- Ability to understand the interests and needs of people and competence in organizing to meet them

2023-2024 JCRC COMMITTEES / PROGRAMS

Committee ¹	Description	Contact
Steering Committees		
Esther Raab Holocaust Museum and Goodwin Education Center of the Delaware Valley Steering Committee	Works with schools, juvenile justice facilities and community groups to combat anti-Semitism and hate through the lessons learned from the Holocaust	Mike Bass
BookMates Steering Committee	Promotes literacy in the tri-county area. Mentors in 29 schools have served more than 3,500 students over the past ten years in developing an appreciation for reading and have fostered a positive Jewish presence in the inner city and less affluent local communities. In addition, it has given hundreds of Jewish volunteers (many of whom are elderly and felt little purpose in their lives prior to their BookMates' experience) an opportunity to work toward Tikkun Olam.	Debbie Hochberg/ Leah Cleary
NOTE: Raab Goodwin and BookMates each have their own event committees. Annual celebrations include March of Remembrance, Kristallnacht event, Yom Hashoah, and Volunteer Appreciation.		
Ongoing		
Israel Advocacy Initiative (IAI - see Event / Program listing below)	Promotes awareness of and support for the State of Israel throughout the community and tri-county area through educational programs, events, speakers and other activities.	David Bross

¹ [Committees in bold are identified in the By-Laws.](#)

Committee ¹	Description	Contact
Government Affairs / Government Relations	Serves as Federation and agency contact with local, state and federal officials, developing relationships to help with support for our local community, Federation programs, and for Israel. Promotes awareness of our resources, role, and point of view, and identifies potential sources of funding. Periodically includes a DC Mission in collaboration with Federation.	David Spector
Interfaith / Intergroup	Groups engage in Interfaith and Intergroup dialogue and relationship building.	Steve Chevrin
Incident Response Team	Develops action plans in response to high-profile events of urgent concern to the community.	Jeff Apell
JFNA StatementQuick Response Team	Rapidly reviews action items sent by the parent agencies, Jewish Council for Public Affairs (JCRC's national organization) and the Jewish Federation National Association, and recommends whether our JCRC leadership and/or supporters should take action.	Executive Committee
Event / Program Committees		
March of Remembrance	Annual 1 or 2 mile educational walk (rain or shine) in October. Participants will learn the many lessons history had taught us and about the Esther Raab Holocaust Museum & Goodwin Education Center.	Jen Anolik/Michelle Myers

Committee ¹	Description	Contact
Israel Education Forum (part of IAI)	Annual program (usually fall timeframe) – notable panel focusing on current topics about Israel	David Bross /
Middle East Institute (MEI) (part of IAI)	Annual springtime event that brings prominent speakers and/or panelists to our community who address current topics relevant to Israel and the Middle East	
Teen Programming (part of IAI)	Works with Israeli American Council (IAC) to bring relevant educational programs for teens	
Annual Meeting	Recognizes outgoing and incoming board members and significant contributors and volunteers to the Agency	
Educator's Conference (part of Raab Goodwin)	One day program intended to educate and inform school based educators and administrators about issues we are addressing through the work of the JCRC and Goodwin Holocaust Museum & Education Center.	Helen Kirschbaum / Aaron Sauer
Operational Teams		
Budget and Finance	Helps review, analyze and prepare Agency and Department budgets	Jeff Shacket
Funds Development	Works to plan and promote events and giving programs intended to help raise funds to support the work of the Agency	Jeff Shacket / David Snyder
Nominating Committee	Immediate past president leads committee each year to fill board vacancies with qualified people	Jeff Apell
Ad hoc Committees		
Statements process	Develop and document updated Incident Response Manual; prepare document for Federation approval	Jay Ruder/Jeff Shacket

SECTION H

SCHEDULE /

CALENDAR



Please save the following board meetings dates to your calendar. A Zoom link will be sent a few days prior to the meeting.

2023

Tuesday, September 5	Executive Committee (6:30pm)/Board Meeting (7:30pm)
Tuesday, October 10	Executive Committee (6:30pm)/Board Meeting (7:30pm)
Tuesday, November 14	Executive Committee (6:30pm)/Board Meeting (7:30pm)
Tuesday, December 12	Executive Committee (6:30pm)/Board Meeting (7:30pm)

2024

Tuesday, January 9	Executive Committee (6:30pm)/Board Meeting (7:30pm)
Tuesday, February 13	Executive Committee (6:30pm)/Board Meeting (7:30pm)
Tuesday, March 12	Executive Committee (6:30pm)/Board Meeting (7:30pm)
Tuesday, April 9	Executive Committee (6:30pm)/Board Meeting (7:30pm)
Tuesday, May 14	Executive Committee (6:30pm)/Board Meeting (7:30pm)
Tuesday, June 27	Executive Committee (6:30pm)/Board Meeting (7:30pm)

Events and Programs

Sunday, October 15	Raab/Goodwin March of Remembrance
Monday, November 9	Kristallnacht Eve
Sunday, November 19	Israel Educational Forum
Sunday, March 10	Middle East Institute
Monday, May 6	Yom Hashaah

For a complete list of events and programs, refer to <https://jcrcsnj.org/upcoming-events>.

SECTION I

STRATEGIC PLAN



STRATEGIC PLAN 2014-2018

FEBRUARY 2014

CONTENTS

[JCRC STRATEGIC PLANNING PROCESS-INTRODUCTION](#)

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[JCRC CRITICAL FUNCTIONS](#)

[JCRC IN THE COMMUNITY](#)

[JCRC STRATEGIC AND OPERATIONAL GOALS](#)

[CONCLUSION](#)

THE 2014-2018 JEWISH COMMUNITY RELATIONS COUNCIL STRATEGIC PLAN

The Jewish Community Relations Council presented its first strategic plan to Federation in 2008. The strategic plan presented the JCRC Board with an opportunity for self-analysis. At that juncture, we wrote that the strategic plan process would “look at our strengths and weaknesses, identify our key areas of responsibility and set specific goals for the future.” In 2008, JCRC was particularly concerned with the survival of the Goodwin Holocaust Museum and Education Center and developing a succession plan for the agency’s Executive Director. Clearly, JCRC was an agency in transition, and the points set forth in the strategic plan would guide the agency as it revitalized itself and prepared for new challenges and initiatives.

Fast forward to 2014. Through the efforts of past presidents Howard Heyman, Vicki Zell, Myra Gutin, current President Jonathan Korn, their respective Boards, and Executive Director David Snyder and his staff, JCRC is and will continue to be:

- committed to fiscal responsibility within the parameters of our agency and its strategic plan;
- focused on our agency’s responsibilities and ability to fulfill its mission in cooperation and collaboration with Federation and its family of agencies;
- uniquely positioned to be a resource for our community;
- committed to its stewardship and management of GHMEC and BookMates; and
- forward thinking as we look at what we can accomplish within the next decade

The current strategic planning process began in the summer of 2012, with a meeting that included Federation Planning Chair Andi Levin. The JCRC Executive Committee conducted a SWOT analysis and determined that we should look at four areas as we moved through the planning process: Israel advocacy, government relations, Holocaust education and intergroup/interfaith relations.

During January 2013, the entire Board met for an evening of focus groups, chaired respectively by Vice President Pam Benedon, Vice President Ann-Linn Glaser, Board Member Peggy David and Executive Committee Member David Oberlander. Members of the board were assigned to one of the aforementioned groups. Each focus group conducted a SWOT analysis of its particular area and after completing this task, discussed priorities, next steps and future initiatives. The results of each focus group’s deliberations were presented to Executive Director David Snyder and the Executive Committee. Those findings are now part of the 2014-2018 strategic plan.

It was our expectation that the strategic plan would be completed by May 2013, but due to circumstances beyond the control of our Board, completion of the process was delayed. We have used the ensuing months for further introspection and a continuation of the planning process. President Jonathan Korn, installed in May 2013, has empanelled an Interfaith Relations Task Force to conduct an evaluation of our interfaith efforts and is committed to a re-evaluation of the JCRC’s board structure of at-large and organizational representative members.

This strategic plan was presented to our Executive Committee for final approval on February 11, 2014; it received the approval of the full Board on February 25, 2014.



STRATEGIC PLAN

All strategic plans are living documents. Situations change, needs become more focused. This document represents the vision and focus of what we hope our agency can achieve during its lifespan. As we did with the 2008 strategic plan, we will review the 2014 strategic plan in two years, while continuing to measure, evaluate and refocus our efforts when necessary to continue to be an effective and impactful agency on behalf of the Southern New Jersey Jewish community.

Myra G. Gutin
Immediate Past President, JCRC
Chair, Strategic Planning Committee

MEMBERS OF THE JCRC STRATEGIC PLANNING COMMITTEE

Strategic Planning Committee Chair: Dr. Myra Gutin, Past President

Task Force Chairs:

Community Relations (intergroup/interfaith)...David Oberlander
Holocaust Education..... Peggy David
Government Affairs.....Ann-Linn Glaser
Israel Advocacy Pam Benedon

2012-13 JCRC Board Members:

Marcia Baruch*	Valerie Gladfelter	Michael Partnow
Andrew Becker	Ann-Linn Glaser*	Chaim Respes
Pamela Benedon*	Emily Gottschalk	Stacey Rivkin
Leonard Berman	Myra Gutin*	Julia Roberts
Joan Bloch	Howard Heyman	Ada Rosen
Jeffrey Brenner	Howard Joffe*	Norma Roth
Seth Broder	Stanley Karp	Ivy Rovner
David Bross	Jonathan Korn*	Eva Schlanger
Amy Clayman*	Helene Krupnick	Harriet Schulman
Steven Cohen	William Kushner	Richard Selznick
Peggy David	Robin Sue Landsburg	Jeff Shacket
Albert ElGrissy	Sheila Lever	Alison Shapiro*
Karin Elkis	Alan Levinson	Edward Silver
Bernard Epworth	Marcia Libster	Howard Simonoff*
Rabbi Lewis Eron	Henry Maurer*	David Singer
Gloria Fischel-Gilbert	Eric Meller	Alan Wender
Linda Friedman	David Oberlander*	Vicki Zell*
Barry Gertsman	Carol Orwitz*	*Exec Comm Member

Facilitator: Andi Levin, Federation Planning Committee Chair

Consultants: Herb Cohen & Jerry Reibstein, Burlington County SCORE

VISION STATEMENT

To become the central address for the Southern New Jersey Jewish community's public policy, Israel advocacy and associated community outreach efforts.

MISSION STATEMENT

The Jewish Community Relations Council (JCRC) is the voice of the Jewish Federation of Southern New Jersey on issues of public policy, social advocacy and community outreach. The mission of the JCRC is to foster constructive relationships within the Jewish community and between the Jewish and non-Jewish communities regarding Jewish- and Israel- oriented issues.

BookMates

Mission Statement

BookMates is a social justice program of the Jewish Community Relations Council of Southern New Jersey and the Catholic-Jewish Commission. The mission of BookMates is to provide a nurturing, one-to-one literacy experience for at-risk children that encourages them to develop a love of reading and provides them with a foundation to succeed in school.

Israel Advocacy Initiative

Mission Statement

The JCRC Israel Advocacy Initiative (IAI) helps to coordinate, educate and organize efforts among the South Jersey pro-Israel community in support and advocacy on behalf of Israel.

Objective

IAI serves as a resource for individuals and organizations in our local community on the latest information, trends, issues and advocacy opportunities in support of Israel.

Goodwin Holocaust Museum & Education Center

Mission Statement

The mission of the JCRC's Goodwin Holocaust Museum & Education Center (GHMEC) is to teach people about the past and educate them for the future through the painful lessons of the Holocaust. The objective is to reduce prejudice and lessen hatred, bigotry, bullying and violence against all groups.

JCRC CRITICAL FUNCTIONS

JCRC Guiding Principles

- Careful stewardship of Federation allocation and all philanthropic dollars directed to agency and departments
- Fulfillment of Jewish Population needs assessment priorities where JCRC can add expertise, resources and/or leadership
- Appropriate utilization of human resources
- Maximize engagement and effectiveness of board members, both Federation appointed and organizational representatives.

Role of JCRC

The Jewish Community Relations Council of Southern New Jersey oversees and manages a diverse portfolio of critical community functions on behalf of our Jewish community. In cooperation and partnership with the Jewish Federation and its agencies, along with other Jewish and non-Jewish religious, civic and corporate entities, we are highly engaged in the following core activities:

A. Israel Advocacy

- Provide opportunities to engage and learn more about Israel in order to be better able to advocate on her behalf
- Advocate on behalf of Israel with elected officials and other influential people at the local, state and national levels
- Organize the Middle East Institute and other educational opportunities to learn about Israel

B. Holocaust Education/GHMEC/Jewish Community Relations

- Provide Holocaust education to the community through operating and supporting the Goodwin Holocaust Museum & Education Center
- Organize annual Yom HaShoah program and assist with community programming
- Organize annual Kristallnacht program in conjunction with JCC Arts, Books & Culture Festival
- Serve as community resource for issues of anti-Semitism, bullying and tolerance
- Operate the GHMEC Steering Committee for additional leadership and programming support

C. Interfaith/Intergroup Relations/BookMates

- Manage local Jewish Coalition for Literacy program in South Jersey- BookMates
- Operate the Catholic-Jewish Commission
- Facilitate the continuation of the Jewish Catholic Muslim Dialogue
- Develop Jewish relations with all faith, ethnic and racial groups
- Serve on various Ministerium councils

D. Government Affairs

- Establish and maintain relationships with government officials, both elected and appointed, within the community
- Establish and maintain relationships with school administrators and educators within the community
- Establish and maintain relationships with law enforcement officials within the community

E. Resource Development

- Raise funds in support of the Agency and Federation
- Fiduciary responsibility for Agency operations.

JCRC IN THE COMMUNITY

1. Israel Advocacy

- a. Israel Advocacy Initiative committee
- b. Middle East Institute
- c. Collaborate on programs and educational outreach to community with Israeli Consulate
- d. Holy Land Peace Project
- e. JerusalemOnlineU.com partnership
- f. StandWithUs MZ Teen Internship Partnership
- g. Educational programs to enhance future Advocacy efforts
- h. Cooperative programming with Department of Jewish Education and Katz JCC

2. Holocaust Education/Genocide

- a. Education
 - i. Schools
 - ii. Teachers
- b. Museum
- c. Community Observance
 - i. Kristallnacht
 - ii. Yom Hashoah
- d. Survivor Outreach and Interviews
- e. 2nd Generation and 3rd Generation Engagement
- f. Community Programming
- g. Genocide – past and present (Darfur, Armenian, Rwanda, etc)
- h. Create and enrich school Character Education Curriculums

3. Interfaith/Intergroup Relations

- a. BookMates Interfaith Reading Literacy Program
 - i. School Partnership Program
 - ii. Rutgers Camden partnership
- b. Catholic Jewish Commission

- i. Catholic- Jewish Institute
 - ii. Interfaith Seder
 - iii. Other programs and activities that fulfill the Catholic-Jewish Agreement
- c. Jewish Catholic Muslim Dialogue
 - i. Breaking Bread Program
 - ii. Prayer Program for Peace
- d. Engagement of Mainline Protestants and Evangelicals
- e. Camden County Human Relations Commission
- f. Cherry Hill Religious Leaders Coalition
- g. Cherry Hill School District Cultural Diversity Committee
- h. Moorestown Ministerium
- i. Pascale Sykes Faith-Based Advisory Council
- j. Student outreach (Rowan and BBYO/Youth Groups)
- k. Educators Forum
- l. Outreach to:
 - i. Hispanics
 - ii. African-Americans
 - iii. Asian

4. Government Affairs

- a. Visit state and federal legislators
- b. DC Mission in cooperation with Jewish Federation
- c. Election Forums for candidates
- d. Communicate with and respond to legislators
- e. Plenum resolutions for Jewish Council for Public Affairs (JCPA)
- f. JCRC Quick Response Committee
- g. Letter writing to media, government officials, etc. on behalf of Federation and its related agencies as well as our community

5. Intra-Federation Collaboration

- a. JFCS-Government Affairs; Café Europa; Holocaust Advisory Board
- b. JCC- Kristallnacht; Life Long Learning
- c. DJE- Teen Israel Advocacy
- d. JCF- Grants support and planned giving support
- e. Federation- YAD programming and Women's Division,
- f. Super Sunday, Israel & Overseas Committee

6. Jewish Community Relations

- a. Respond to holiday issues
- b. Respond to incidents of anti-Semitism
- c. Five Year Religious Holiday Calendar
- d. Law Enforcement Breakfast
- e. Address issues relating to Federal/State funding to non-public schools

- f. Filter and distribute security alerts which includes being Federation's liaison to the Secure Community Network (SCN) of JFNA
- g. Provide qualified speakers on various JCRC related topics through Speakers Bureau
- h. Respond to questions on various issues/topics impacting the Jewish community

JCRC STRATEGIC AND OPERATIONAL GOALS

JCRC- Administration

Year of Achievement

- | | |
|--|-----------|
| • Focus staff resources and financial resources on areas where JCRC can have the most impact, both short- and long-term | (Ongoing) |
| • Evaluate agency staffing, compensation and reallocation of responsibilities on an annual basis with particular emphasis on current staffing, financial resources, the overall strategic plan and the areas in which JCRC can have the most impact, both short- and long-term | (Ongoing) |
| • Evaluate existing benefits and limitations of Department Management Fee | 2014 |
| • Hire staff persons to operate the Israel Advocacy and Interfaith portfolios | 2016 |

Israel Advocacy

- | | |
|--|-----------|
| • Extend the reach of Israel education and advocacy to as many Jews and non-Jews as possible in a meaningful and effective manner, through but not limited to the following: | |
| ○ Schedule regular programming targeting local teens for the purpose of educating and training them to become advocates on behalf of Israel; | (Ongoing) |
| ○ Serve as a clearinghouse for internships, externships, volunteer and other opportunities to learn more about Israel in order to be better able to advocate on her behalf; | (Ongoing) |
| ○ Establish formal continuing relationships with synagogues and local youth groups; | (Ongoing) |
| ○ Become central point of contact for all Israel advocacy activities within the community to coordinate both content and the calendar; | (Ongoing) |
| ○ Outreach to Rowan University and Rutgers-Camden, through Hillel, Birthright and other organizations; and | 2014 |
| ○ Enhance the Middle East Institute to provide greater marketing and fundraising opportunities. | 2015 |

Holocaust Education/GHMEC:

- Engage 2nd and 3rd Generation members through *Generations After* programs and training to help share family histories (Ongoing)
- Expand and enhance March of Remembrance/annual fundraisers to support GHMEC (Ongoing)
- Provide recruitment training to engage new docents and program facilitators and enhance training of current volunteers (Ongoing)
- Continue to pursue endowment and planned gifts from Survivors and their families (Ongoing)
- Establish Mitzvah giving “honor wall” for local teens and their families 2014
- Identify and promote Mitzvah opportunities for local teens 2014
- Create master plan for Museum space 2015
- Enhance Museum by upgrading and/or adding available technology 2015
- Incorporate technology improvements into programming, including exploring the purchase of videoconferencing equipment for Federation and its agencies and the hiring of the appropriate personnel to operate and maintain the equipment 2016

Intergroup/Interfaith Relations

- Leverage BookMates program to develop relationships with Interfaith partners to enhance and expand volunteer pool (Ongoing)
- Strengthen existing BookMates School Partnership Programs by strategically identifying districts/partner schools for possible inclusion (Ongoing)
- Reestablish community-wide interfaith programming such as Interfaith Seder and Breaking Bread programs (Ongoing)
- Continue service on Pascale Sykes Foundation’s Faith-based Community Leadership Committee through 2020. The foundation serves Gloucester, Salem and Cumberland Counties. (Ongoing)

- Identify and engage with additional interfaith and minority groups in South Jersey (Ongoing)
- Promote and expand upon our role and response relating to dealing with incidents of anti-Semitism and bigotry 2014
- Identify and promote Mitzvah opportunities for local teens 2014
- Evaluate the potential benefits and implications of giving up the management and oversight of the Catholic-Jewish Commission and/or the Jewish Catholic Muslim Dialogue. 2014
- Form Interfaith/Intergroup Relations Task Force to evaluate Agency's overall Interfaith/Intergroup efforts and to issue a formal recommendation to the Board 2015
- Schedule meeting with all of the tri-county superintendents to introduce JCRC and to educate them on what we do and can do for them 2015
- Consider the reestablishment of an Interfaith Council of Southern New Jersey, thus engaging with additional interfaith and minority groups in South Jersey 2015
- Determine the feasibility of sponsoring Walking the Walk, teen interfaith program in South Jersey 2015
- Expand BookMates model to other interfaith/social action efforts 2016

Government Affairs:

- Establish and support functioning Government Affairs committee (Ongoing)
- Serve as point agency on Government Affairs across the Federation System, through but not limited to the following:
 - Meet with agency representatives at least once a year to establish government affairs priorities across the system; (Ongoing)
 - Collaborate with Federation on Mission to Washington; (Ongoing)
 - Regularly inform and educate the community about pressing public policy issues and objectives; (Ongoing)
 - Establish formal program for government officials during their Super Sunday visits (Ongoing)

- Serve as point agency for government officials regarding Israel and issues unique to the Jewish community (Ongoing)
- Prioritize and schedule appointments and caucuses with leading government officials (Ongoing)
- Sponsor and host election forums at local, state and Federal level 2014
- Increase involvement with JCPA by developing own public policy positions and through improved attendance at Annual Plenum 2014
- Establish formal process with JCRC to approve public policy positions taken by the agency 2014
- Host annual Fall event focused on public policy issues in anticipation of Election Day 2015

Intra-Federation Issues:

- To clarify expectations and improve programmatic partnerships within the Federation family. (Ongoing)
- To foster strong partnership between JCRC and Federation suite in the following areas:
 - marketing,
 - technology services,
 - funds development and (Ongoing)
 - accounting services
- Work towards becoming less dependent upon agency-initiated fundraising by continuing to support the Federation's efforts for broader centralized giving, increased allocated support, and system-wide strategic planning. (Ongoing)

Other Inter-Jewish Organization Issues:

- To identify and foster enhanced relations with other Jewish organizations in a way that optimizes the skills of each organization (Ongoing)
- Enhance relationship with Anti-Defamation League, American Jewish Committee, Jewish Federation of Greater Philadelphia, AIPAC, StandWithUs, The David Project, JerusalemU.com, and Israel Bonds (Ongoing)

- To identify and foster engagement with the “unaffiliated” in the community, with a particular focus on the results of the Population Study

(Ongoing)

Communications and Marketing:

- Support functioning Marketing Committee (Ongoing)
- Develop a new logo and new branding (Ongoing)
- Develop new web-based and stand alone promotional materials 2014
- Redesign the JCRC website, which will enhance our identity within the community and our educational and fundraising efforts 2015
- Explore enhanced partnership with *The Jewish Community Voice* 2015
- Organize JCRC donor, attendee and volunteer database and achieve robust data mining capabilities 2015
- Maintain a “prospective member” database and actively seek to engage these individuals in JCRC programs and committees 2015
- Establish monthly JCRC e-newsletter 2015

Board Issues:

- To cultivate, educate and develop an active, engaged and effective board (Ongoing)
- Evaluate structure and composition of JCRC board with special attention to ensuring the board has needed expertise in specialty areas, geographic diversity, age and gender diversity (Ongoing)
- Form task force to reevaluate the organizational representative structure and composition of the JCRC board 2014
- Create and utilize formal committee structure with goal of full board participation on at least one standing committee (Israel Advocacy Initiative, GHMEC Steering Committee, BookMates Steering Committee, Marketing, Government Affairs, Funds Development, Finance) 2014
- Evaluate, examine and update by-laws to reflect current JCRC governance and goals of strategic plan

2015

Resource Development:

- To raise additional funds and to be fiscally responsible in order to support JCRC programs (Ongoing)
- Continue to pursue funding through Saltzman Foundation either directly or indirectly with support from Federation (Ongoing)
- Establish a Funds Development Committee 2014
- Identify a Mitzvah Project Coordinator to serve as a liaison between the Agency and local synagogues and Jewish day schools 2014
- Develop formal internship program 2015
- Increase endowment support through JCF Life & Legacy program and additional marketing/outreach efforts 2015

CONCLUSION

We expect that this Strategic Plan will guide the future growth of the Jewish Community Relations Council. At present, the JCRC operates with a budget of approximately \$400,000 with four employees, two of whom are part-time. Even with limited resources, the JCRC annually touches the lives of thousands of people within our community – both young and old and Jewish and non-Jewish. Last year alone, (1) the Goodwin Holocaust Museum and Education Center held over 200 community and school-based programs, which educated over 20,000 children and adults on the lessons of the Holocaust, (2) the Bookmates program had over 300 volunteers providing services in 35 schools, (3) the JCRC's Israel Advocacy Initiative held multiple programs uniquely focused on educating our teenagers to be effective advocates for Israel and (4) the JCRC fielded dozens of telephone calls seeking our assistance on issues ranging from anti-Semitic incidents to school district's opening on Jewish holidays. One finding the strategic planning process made clear – with greater resources, the JCRC can impact even more lives.

As a result of the thoughtful process to finalize the strategic plan, the JCRC is now better positioned to address the numerous challenges that we confront on a daily basis as the central address within the Federation system for public policy, Israel advocacy and community outreach. We are stronger and more vibrant today than we were five years ago and anticipate that as a result of the efforts of our skilled staff and our dedicated volunteers, the success and growth of the JCRC will continue through 2018 and beyond.

SECTION J

STATEMENTS –

PROCESS

GUIDELINES



The Jewish Community Relations Council (JCRC) is the voice of the Jewish Federation of Southern New Jersey on issues of public policy, social advocacy and community outreach. JCRC fosters constructive relationships *within* the Jewish community and *among* people of all faiths and cultures regarding Jewish- and Israel- oriented issues.

JCRC Statements- Process Guidelines

Pursuant to our by-laws, as the Agency within the Jewish Federation of Southern New Jersey ("Federation") system responsible for issuing statements on issues of public policy, the Jewish Community Relations Council ("JCRC") may on occasion issue opinions or public statements on a variety of public policy issues or current events.

The intended purpose of such statements is to engage, educate and advocate to members of the community, media, and elected officials.

These statements shall be limited in frequency and issued with the following considerations in mind:

- 1) Direct impact on the Jewish community
- 2) The potential threat to the safety and security of the Jewish community and the State of Israel.
- 3) Issues that impact the pursuit of the mission statements of the JCRC and/or the Federation.

JCRC Statements may be requested, developed and evaluated based on the following criteria:

- 1) Relevance to the Federation and/or the JCRC and its mission.
- 2) Potential impact that taking a position may have on existing community relationships and perceptions by partner organizations.
- 3) Sensitivity to diversity within the political, religious and social spectrums of our community.
- 4) Legal and tax-exempt status constraints.

Evaluation & Approval Process:

The evaluation and approval process is as follows:

- 1) JCRC Executive Director and JCRC President, when requested or when circumstances warrant, will request the JCRC Statements committee, a standing committee of the JCRC Board, along with subject matter experts when appropriate, to prepare a statement to be presented to the JCRC Board.
- 2) JCRC Executive Director and JCRC President shall notify the Federation CEO and the Federation President of the intention to issue a statement.
- 3) The JCRC Board shall review and discuss the proposed statement. This discussion may happen in person or via conference call depending on time constraints. The JCRC Board will vote to accept or oppose the issuing of the statement. The vote shall be made in accordance with JCRC by-laws.
- 4) JCRC Executive Director shall provide the Federation CEO and the Federation President with the approved JCRC Statement in advance of the statement being released publicly.
- 5) Federation CEO and the Federation President may chose among the following responses:
 - In the vast majority of instances, the Federation CEO and President will elect to approve the statement without further review by the Federation Board. In those circumstances, the Federation President and CEO will forward a copy of the statement to the Board for their information only in advance of it being released publicly.
 - If the statement raises the concern of the Federation CEO and/or the President, they may elect to present this statement to the Federation officers for review. If approved, the Federation President and CEO will forward a copy of the statement to the Board for their information only in advance of it being released publicly.
 - In the very rare circumstance that it is deemed necessary that the statement should be reviewed by the full Federation Board in advance of it being released publicly, Federation will notify JCRC immediately. Significant concern by JFED Board Members would mean that a statement would have to be revisited by JCRC.
 - In all of the above-listed scenarios, the Federation will respond in a timely manner (24 hour) to JCRC's request.
- 6) Federation CEO and the Federation President may request to be included as signatories and endorsers of the statement. Federation has the right to deny the statement being released to the public. In those rare circumstances, Federation will endeavor to provide wording for an amended statement.

Potential Distribution of the Approved Statement

- 1) The statement may be published in the following mediums and elsewhere based on the recommendations of the JCRC Executive Director and President and the Federation Executive Director and President. :
 - i. JCRC/Federation website and social media platforms
 - ii. Published in the Voice and other local newspapers
 - iii. Distributed directly to clergy, elected officials and other influential community members.

*Approved by JCRC Board on 1/5/16
Amended and approved by Federation 9/28/16*

SECTION K

FORMS

REQUIRING

SIGNATURES



JCRC 2023-24 Contribution Form

The **Jewish Community Relations Council (JCRC)** is the voice of the Jewish Federation of Southern New Jersey on issues of public policy, social advocacy and community outreach. JCRC fosters constructive relationships *within* the Jewish community and *among* people of all faiths and cultures regarding Jewish- and Israel- oriented issues.

Your gift helps us: strengthen intergroup connections; increase interfaith education and understanding; promote tolerance, prevent bullying, and combat anti-Semitism; engage public officials and elected representatives; and advocate for a secure, vital Israel.

I believe these are important objectives, and **I want to support the JCRC** as a:

- | | |
|---|--|
| <input type="checkbox"/> Individual Patron (\$180) | <input type="checkbox"/> Leader (\$3,600) |
| <input type="checkbox"/> Couple/Family Patron (\$300) | <input type="checkbox"/> Sustainer (\$5,000) |
| <input type="checkbox"/> Supporter (\$500) | <input type="checkbox"/> Investor (\$10,000) |
| <input type="checkbox"/> Friend (\$1,000) | <input type="checkbox"/> Minyan (\$25,000) <i>Payable over two years</i> |
| <input type="checkbox"/> Benefactor (\$1,800) | <input type="checkbox"/> Open Donation (\$_____) |

Community members who contribute at the Patron level or higher also receive free admission to all JCRC programs during the 2019-20 fiscal year that have entry fees of \$18 or less. Reduced admission to all other JCRC Programs. *Sponsor benefits available for all donors of \$500 or more.*

Name: _____ Email: _____

Address: _____ Phone: _____

- ☐ I do not want to be listed on the JCRC website or event programs.
- ☐ I will make my contribution online at www.jcrsni.org.
- ☐ I want to make my contribution via credit card. Please call me for my information.
- ☐ I want to make my contribution by check. I will mail my check (payable to "JCRC of SNJ") to 1301 Springdale Road, Suite 200, Cherry Hill, NJ 08003-2671.
- ☐ I want my gift to be applied exclusively to one of the following JCRC departments:
- | | |
|--|---|
| <input type="checkbox"/> BookMates Reading Literacy Program | <input type="checkbox"/> Israel Advocacy Initiative |
| <input type="checkbox"/> Goodwin Holocaust Museum and Education Center | <input type="checkbox"/> Interfaith |

All contributions to the JCRC are tax deductible.

For more information or if you have any questions, please contact, David Snyder, via phone at (856) 751-9500 x1224 or via email at dsnyder@jfedsnj.org



Jewish Community Relations Council of Southern New Jersey (JCRC) Board of Directors' Statement of Responsibilities and Commitment

Preamble: Being a member of the Board of Directors of the Jewish Community Relations Council of Southern New Jersey (JCRC) is a high honor and great responsibility. Fulfilling the duties and responsibilities of this position includes a devotion to the greater good and community welfare, the principles of accountability and fiduciary responsibility and the concepts of *klal Israel* and *tikkun olam*.

As a member of the Board of Directors of JCRC, I acknowledge and commit to my duties and responsibilities. These include:

Missions and structure: As a JCRC Board member I must have an understanding and appreciation for the mission and structure of the JCRC, which is a service agency of the Jewish Federation of Southern New Jersey (Federation), as stated in the missions of the JCRC and Federation respectively:

JCRC Mission Statement

"The Jewish Community Relations Council (JCRC) is the voice of the Jewish Federation of Southern New Jersey on issues of public policy, social advocacy and community outreach. JCRC fosters constructive relationships *within* the Jewish community and *among* people of all faiths and cultures regarding Jewish and Israel oriented issues"

Federation Mission Statement:

"The Jewish Federation of Southern New Jersey cares for those in need, enhances Jewish life and ensures the continuity of a vibrant Jewish community locally, in Israel and around the world."

Balanced Judgment in Furtherance of the Missions: As a Board member I will consider and balance the needs of JCRC, the Federation and the community at large and interpret the JCRC's work and mission to the Federation and to the community at large. If I am representing another organization on the Board I will report on the JCRC's activities to that organization, and also be a representative of that organization to the JCRC, including fairly presenting its viewpoint at JCRC meetings.

Oversight: In keeping with the duties, powers and responsibilities of JCRC Board of Directors, as outlined in the Federation and JCRC Constitutions, I will act in the best interests of the JCRC. I will recuse myself from discussions and votes where I have a conflict of interest, real or apparent.

I will stay informed about what's going on in the JCRC as well as in the Jewish community. I will know, endorse and work toward fulfillment of the purposes and goals of the JCRC and will participate in and take responsibility for making decisions on issues, policies and other Board matters.

I will work in good faith with staff and other Board members in partnership towards achievement of JCRC's goals and mission.

Participation in Board Activities: I will attend JCRC Board meetings consistently, as well as meetings of committees on which I have agreed to serve, and special events sponsored by the JCRC. I understand that my absence at three or more Board meetings in one year will be considered cause for my removal from the Board. I will actively participate in one or more committees. Although I am a volunteer, I recognize that others are counting on me, so I will follow through on any commitments I make of my time and energy.

Financial Support of the Federation and JCRC: Each year I will support the Federation system and JCRC. I will make a personal financial contribution at a level commensurate with my ability through the Annual Campaign and/or the funds development program and I will also become, at a minimum, a JCRC Patron.

JCRC's Responsibilities and Commitments: In turn, JCRC will be responsible to me in several ways:

Respect: Recognizing that the Jewish community includes individuals with diverse opinions and positions on the issues affecting our community—and the community at large--my input and views will be given respect by Officers, Board members and staff, even if they differ from the "mainstream."

Communications: Opportunities will be offered to me to discuss with the Executive Director and the Board President and Officers the JCRC's programs, goals, activities, and status; additionally, I may request such opportunities. The organization will help me perform my duties by keeping me informed about issues in the Jewish community relations field.

Officers, other Board members and staff will respond in a straightforward fashion to questions that are necessary to carry out my responsibilities to the Board and JCRC. Each individual will be expected to work in good faith towards achievement of JCRC's mission and goals.

Mutual Commitment: If I don't fulfill my commitments and responsibilities as a Board member, I will expect the Board President to call me and discuss my responsibilities with me. Likewise, if JCRC does not fulfill its commitments to me, I can call on the Board President and/or Executive Director to discuss the organization's responsibilities.

Signed

Member, Board of Directors Date

President, JCRC Date

Printed Name: _____

Printed Name: _____

Conflict of Interest Policy

for Members of the Federation Board, Its Committees and Agencies, Affiliates and Supporting Organizations' Boards

- A. Each member of the board of directors, its officers, committee members, and agency, affiliate and supporting organization boards of directors, and employees in a position to influence or vote (a "Key Individual") on the Jewish Federation of Southern New Jersey's ("JFSNJ") policies or expenditures, or those of its agencies, affiliates and supporting organizations, shall exercise good faith in all transactions relating to the JFSNJ (hereinafter defined to mean the Jewish Federation of Southern New Jersey, its agencies, affiliates and supporting organizations), and shall not use his or her position of knowledge gained there-from, directly or indirectly, to permit a conflict to arise between the JFSNJ's interests and: 1) such Key Individual's personal interests; 2) the personal interests of a spouse, or "significant other" (as the term is colloquially used), or other family member of the Key Individual (the "Family Members"); 3) the interests of JFSNJ's agencies, affiliates and supporting organizations in which the Key Individual also holds a position to influence or vote; or 4) the interests of any corporation, partnership, proprietorship, firm, association, or other entity in which a Key Individual or Family Member is a director, trustee, officer, or is an employee with significant administrative responsibilities, or in which such person has any financial interest (or, if a publicly traded company, an ownership interest of 5% or more) as a shareholder, partner, owner or otherwise (collectively, "Related Entities").
- B. It is important to realize that simply serving as an officer or on the board or a committee of JFSNJ or one of its agencies, affiliates, supporting organizations, or organizations that are the recipients of JFSNJ funds, that votes on a particular matter of interest to JFSNJ or that has applied for a grant, or other funding or allocation that is being considered by the board, or one of its committees or by one of its agency boards, does not create a conflict of interest. However disclosure of all such officer, board and committee positions is necessary to evaluate whether a conflict of interest or a perceived conflict exists. It is only in the situation in which a member or his/her Family Member, would personally gain from the result of the vote or the grant, or other funding or allocation being given to the agency that a conflict arises. For example if the Planning Committee or Budget and Allocations Committee member or Family Member could receive a job, a business contract, or other personal benefits as a result of the grant or allocation being awarded to the agency, then that member has a conflict of interest.
- C. All acts of Key Individuals shall be undertaken for the benefit of the JFSNJ with respect to transactions, activities, or dealings related to the JFSNJ.

D. With respect to any proposed contract or other transaction (including an allocation or grant to a beneficiary agency or other charitable organization, made in furtherance of the JFSNJ's exempt purposes) which is considered by the board, its officers, or a committee of the JFSNJ or any of its agencies', affiliates' or supporting organizations' boards or committees for authorization, approval, or ratification, the following rules shall apply:

1. Full disclosure, in writing, of the relationship or interest shall be made by the Key Individual to the President of the JFSNJ Board and also to the President of any agency board, and Chair of the committee, if any, acting on the contract or transaction, prior to discussion or action on such contract or transaction; staff members shall disclose, in writing, any possible conflict of interest for themselves or their Family Members to the Chief Financial Officer; The President of the JFSNJ Board, in consultation with the President of the agency board and Chair of the committee, if any, acting on the contract or transaction, shall determine whether there is a conflict of interest and whether the Key Individual may vote on the transaction or should recuse him/herself and institute the procedures set forth below.
2. The contract or transaction shall be considered properly authorized, approved, or ratified only if there is a favorable vote of a majority of the JFSNJ's board, officers, committee, agency, affiliate or supporting organization board members (whichever group is acting on the contract or transaction) present and voting at such meeting; the person acknowledging a potential conflict of interest shall vacate the room in which the matter is being voted upon, and shall not participate in the final deliberation or decision regarding the matter, other than to be available to present factual information or to respond to questions.
3. The Key Individual who has such a relationship or interest shall not be counted in determining the existence of a quorum, for the purpose of voting upon the contract or transaction at any meeting; and
4. The minutes of the meeting shall reflect that the potential conflict disclosure was made, The vote which was taken, and, where applicable, the abstention from voting and participation by the Key Individual.

E. A "Conflict of Interest Policy" and "Disclosure Statement" shall be furnished annually to each Key Individual serving on the JFSNJ board, its committees, and its agency, affiliate and supporting organization boards, and to officers and employees following the JFSNJ's annual meeting and those if its constituent agencies, and any new Key Individual shall be provided with a copy of this policy and disclosure form upon commencement of their position.



Jewish Federation®
OF SOUTHERN NEW JERSEY
AND OUR FAMILY OF AGENCIES

THE STRENGTH OF A PEOPLE.
THE POWER OF COMMUNITY.

Conflict of Interest Policy – Disclosure Statement for Members of the JFSNJ Board, Its Committees, and Agency, Affiliate and Supporting Organizations' Boards

I have carefully read the Conflict of Interest Policy for Board of Directors, lay leadership, committees, and staff of the JFSNJ and its member agencies, affiliates and supporting organizations, and, in signing this disclosure, I certify that I have considered not only the literal expression of the policy, but also its intent. I hereby state that, **except as stated below**, I do not, to the best of my knowledge, have any potential conflict of interest that may be seen as competing with the interests or concerns of the JFSNJ or any of its agencies, affiliates or supporting organizations, nor does any member of my immediate family, or any party, group, or organization to which my immediate family has or I have any allegiance, have such a competing interest or concern.

If any situation should arise in the future which I think may involve me in a potential conflict of interest, I will promptly and fully disclose the circumstances to the President of the Board of Directors of the JFSNJ, the Chair(s) of committees on which I serve, and the President of any agency, affiliate or supporting organization of which I am a member (for lay leaders and members) or to the Chief Financial Officer (for staff members).

- I am currently serving on the following boards and committees of JFSNJ and its agencies, affiliates and supporting organizations:

- My significant other (or other family member) is/are currently serving on the following boards and committees of JFSNJ and its agencies, affiliates and supporting organizations:

- I or my significant other (or other family member) is/are currently serving on the following boards and committees of organizations that are the recipients of funding by JFSNJ or its agencies, affiliates and supporting organizations:

- I or my significant other (or other family member) have a financial interest or significant administrative responsibilities in the following corporations, partnerships, firms, associations or other entities that do business with JFSNJ, its agencies, affiliates or supporting organizations:

NAME (please print)

SIGNATURE

DATE

(Please return to Jennifer Dubrow Weiss upon signing and retain a copy for your records. Complete on additional page if necessary)

Conflict of Interest Disclosure

Part II: New Jersey Charitable Registration Verification

(To be completed by Federation Board members, officers, Federation principal executive staff and agency principal executive staff)

Each year the Jewish Federation of Southern New Jersey is required to file a form with the State of New Jersey as part of maintaining our status as a charitable organization. In order to fulfill our responsibilities we must answer, among several other questions, the following:

- Has the organization or any of its present officers, directors, executive personnel or trustees ever been found to have engaged in unlawful practices in the solicitation of contributions or administration of charitable assets or been enjoined from soliciting contributions, or are such proceedings pending in this or any other jurisdiction?
- Has the organization or any of its present officers, directors, trustees or principal salaried executive staff employees ever been convicted of any criminal offense committed in connection with the performance of activities regulated under this act or any criminal or civil offense involving untruthfulness or dishonesty or any criminal offense relating adversely to the registrant's [JFSNJ's] fitness to perform activities regulated by the New Jersey Charitable Registration and Investigation Act? (A plea of guilty, *non vult*, *nolo contendere* or any similar disposition of alleged criminal activity shall be deemed a conviction.)
- Has the organization or any of its officers, directors, trustees or principal salaried executive staff employees been adjudged liable in any administrative or civil action involving theft, fraud, or deceptive business practices? (For purposes of this question a judgment of liability in an administrative or civil action shall include, but is not limited to, any finding or admission that the individual engaged in an unlawful practice in relation to the solicitation of contributions or the administration of charitable assets.)

We ask you to help us respond to these accurately by verifying that your own answer to each of these 3 questions is 'No.' Should that not be the case, or should you have any questions or concerns regarding this, please call Jennifer Dubrow Weiss, Jewish Federation CEO, directly at 856-673-2504.

Thank you for your understanding in helping us fulfill our legal obligation.

I verify that my answer to each of the above 3 questions is "no."

Signature: _____

Date: _____

Name: _____



TAKE THE PLEDGE

Pledge to Stand Up for the Other

Background

Racial bigotry, religious persecution, anti-Semitism, Islamophobia or any other forms of prejudice or hatred cannot be wiped out unless each and every one of us confronts it within our own circles of family, friends and others we interact with. Silence is seen as consent. It takes courage to stand up for the other! By taking this pledge, each one of us can make a profound difference in the world.

Pledge

While interacting with members of my own faith, or ethnic, or gender community, or with others, if I hear hateful comments from anyone about members of any other community, I pledge to stand up for the other and speak up to challenge bigotry in any form.

Name: _____

Email: _____

Feel free to take a copy to post at home/office

Visit jcrcsnj.org/standuppledge to take the pledge online.

For more information contact JCRC at jcrcsnj@jfedsnj.org

