

Young Israel of White Plains Youth Committee Charter

As adopted by the Board of Trustees
on January 16, 2011

This charter describes the purpose, membership, and duties and responsibilities of the Youth Committee of the Young Israel of White Plains (the “shul”). To assist in the continuity of the shul’s youth programming, we’ll keep a written copy of this charter in the shul’s building in a place designated by the shul’s Board of Trustees. Each director of the board, each member of the committee, and the youth director(s) will be provided with a copy of the charter. Any member of the shul will also be provided with a copy of this charter upon request.

1. Authority to Amend Charter

First, let’s be clear that this Charter is not “written in stone”. It’s intended to provide clarity to all involved as to the role, responsibilities and authority of the committee. However, the board may terminate or amend this charter in any manner and whenever it believes it’s advisable to do so. Any such amendment will apply to everyone, including the members of the committee and the youth director(s).

2. Purposes

The purpose of the committee is to establish youth programs aimed at fostering a love of shul and Jewish community and creating an environment our children can enjoy and obtain warm feelings about shul and Jewish life. The shul’s youth programming includes religious, educational, and social programming for the children (up to, but not including, college-age children) of members and prospective members of the shul.

3. Committee Membership

The board will designate one member of shul as the chairperson of the committee. The chairperson will serve at the pleasure of the board. The board has selected **Sheri Krausz** to serve as the current chairwoman of the Youth Committee.

In general, the committee will consist of no less than three persons (inclusive of the chairperson), but may consist of more than three persons. The members of the committee (other than the chairperson) will be appointed by the chairperson, although it’s expected that the chairperson will consult with the board’s liaison when deciding whom to appoint. Members of the committee will serve at the pleasure of the chairperson.

4. Structure and Operations

The affirmative vote of a majority of the members of the committee is necessary for the adoption of any committee decision, although the committee may create one or more subcommittees and may delegate all or a portion of its duties and responsibilities to such subcommittee.

The committee is expected to have a regularly scheduled meeting at least once every three months at the times and places determined by the chairperson, and may have additional meetings if the chairperson or a majority of the committee's members want to have such additional meetings. The committee may ask any director(s) of the board, the youth director(s), Rabbi Greenberg, and/or anyone else to attend any meeting, or to meet with any members of the committee outside of an official committee meeting. The chairperson will chair each committee meeting, unless he or she asks another person to chair the meeting. The committee is also expected to keep a written record of its meetings, which will also be kept in the shul's building in the place designated by the board.

Committee meetings may be held in person, by telephone, or any other means of communication by which all persons participating in the meeting can communicate with each other.

5. Duties and Responsibilities

The committee is responsible for each of the items enumerated below and such other matters as may from time to time be delegated to the committee by the board.

- a) The committee has overall responsibility with respect to designing, approving and evaluating all of the shul's youth programming. In addition, the committee will oversee the development and administration of the shul's youth programs.
- b) Without limiting the generality of the forgoing, the committee will be responsible for monitoring the daily activities of youth programming, monitoring Shabbat group activities and weekly events, soliciting parental proposals and reactions to youth programming, meeting on a regular basis to discuss and plan youth events and the future direction of programming, and authorizing each youth activity prior to the event.
- c) Prior to the beginning of the fiscal year of the shul, the committee is also expected to develop and present to the board a proposed "agenda" (consistent with the purpose of the committee) of the youth programming for the fiscal year, and a proposed budget for such "agenda". The purpose of these proposals is to help the committee effectively plan for the fiscal year, and help the board determine an appropriate budget for the shul's youth programs for the fiscal year. To be clear, these are just proposals -- actual programming and costs will no doubt deviate from the proposals. (It should also be noted that, by keeping written records of past meetings, this task should not be as difficult as it may, at first blush, sound.)

- d) The committee shall coordinate with the YIWP Event Coordinator, or his or her designees, to prevent conflicts in programming and to timely publicize the shul's youth programs.
- e) The committee will coordinate with Rabbi Greenberg in connection with any youth activity matter involving halacha.
- f) The committee will recommend to the board for approval the hiring of the youth director(s), and the terms and conditions of the youth director's employment with YI.
- g) The committee will help the youth director(s) implement youth programming in accordance with the decisions of the committee, including regularly communicating with the youth director(s) to plan and optimize youth programming, filtering feedback from parents to the youth director(s), and directing procurement of supplies for youth events (including Shabbat youth snacks and youth kiddush).
- h) The committee is expected to make regular reports to the board's liaison about the committee's activities.
- i) Prior to the end of the shul's fiscal year, the committee is expected to conduct an evaluation of its performance and report the results of such evaluation to the board's liaison.
- j) The chairperson is also expected to present a youth update and plan (a so-called "State of the Youth") at the shul's annual meeting.

6. Authority and Resources

The committee is subject to the general oversight of the board, through the board's liaison.

In addition, all issues of halacha are subject to the oversight of Rabbi Greenberg.

Prior to the shul's fiscal year, the board will approve a budget for the committee for that fiscal year (taking into consideration the proposed budget of the committee). The board will also authorize the committee to spend the amounts so budgeted upon such terms and conditions as the board determines (including a general authorization to the committee to spend the funds).

Board approval (including a general authorization to the committee) is required before the committee enters into a binding commitment on behalf of the shul with any third party or otherwise causes the shul to be bound by any binding commitment with any third party.

Without limiting the generality of the forgoing, the following guidelines will apply to the committee's financial responsibility:

- The committee is expected to try to plan youth events in a budget-neutral or revenue producing structure;
- The committee is expected to monitor the budget and finances of the committee;
- The committee is expected to prepare a budget for annual youth expenditures and present the budget to the board as discussed above under the title “Duties and Responsibilities”;
- The committee is expected to oversee the collection of revenue in connection with youth events (when such events have a cover charge or other collection of revenues associated with it); and
- The committee is expected to comply with the shul’s policies in respect of collecting and spending funds (including any policy regarding reconciliation with the shul’s Treasurer).

7. **Board Youth Liaison**

The board will appoint a member of the board as it’s “youth liaison”. The youth liaison will serve at the pleasure of the board. The board has selected **Charlie Wachsstock** as the current youth liaison. The youth liaison is expected to attend committee meetings and (as appropriate) represent the concerns of the board to the committee; the committee is expected to (as appropriate) present its concerns to the youth liaison. Also, in general and within the parameters set forth above under the title “Duties and Responsibilities”, the committee should coordinate the involvement of the board through the youth liaison.

8. **Youth Director**

It is expected that the shul will employ one or more paid youth director(s), upon such terms and conditions as may be determined by the board (taking into consideration the recommendations, if any, of the committee). Unless otherwise determined by the board in consultation with the committee, the youth director will have such duties as may from time to time be prescribed by the committee.

If anyone has any concerns regarding the youth director(s), it is expected that those concerns will be funneled through the committee chairperson and/or board’s youth liaison.