

**Judea Reform Congregation  
Durham, North Carolina  
2018-2019 Board of Trustees Brit**

We help Judea Reform Congregation live as a holy community and we strive to make the Board itself a holy community, putting a premium on warm relationships and thoughtful, honest, and respectful interaction.

The role of the Board of Trustees is to ensure that Judea Reform Congregation is able to achieve its mission through smooth operations, thoughtful strategy, and sustained financial health. We are responsible for setting priorities, making significant policy decisions, hiring the rabbi and executive director, and providing them with ongoing feedback, guidance and support. Board member interactions with clergy, the executive director and all staff must demonstrate utmost respect and ethical treatment as the employer-employee relationship demands.

As a member of the Board of Trustees, I commit myself to ethical, professional and lawful conduct including proper use of authority and appropriate decorum when acting as a board member. I commit to bringing my unique perspective and those of the committees with which I serve, while at the same time always demonstrating loyalty to the interests of the entire membership/congregation in my board service.

I understand that Board members hold a special position as leaders of our synagogue and are also participants in civil society. As a synagogue leader, I realize that the public may judge our synagogue by my public statements. When speaking or writing as a participant in civil society on issues relevant to Judea Reform and our Jewish community (not as a spokesperson for JRC Board policy), I will at all times make every effort to indicate that I am not speaking on behalf of Judea Reform Congregation, be accurate, and show respect for the opinions of others.

In recognition that the individual and collective participation of board members is integral to the leadership success of the board, I agree to actively participate and fulfill my responsibilities as a board member in FY 2018-2019.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

It is important that each Trustee participates in each of the following areas as appropriate in the context of their personal life. As a Trustee, I recognize that certain activities are required, all are needed. Therefore, I commit to the following activities (check off all items you commit to doing during this year: items with an asterisk are mandatory) as a board member this fiscal year:

**BOT/Synagogue Responsibilities**

- Attend 75% of the board meetings\*
- Make High Holy Day phone calls to the membership\*
- Be prepared for BOT meetings\*
- Respect organizational structure\*
- Make announcements/present B'nai Mitzvah gifts at services\*
- Help cultivate donors/members \*
- Be visible at JRC\*
- Actively collaborate with other committees\*
- Serve on at least one committee

**Doing Jewish**

- Attend Shabbat services\*
- Represent Jewish values in larger community\*
- Integrate Judaism into my life
- Attend Jewish activities in/around the area
- Celebrate holidays at home & invite others to join me

### **Community Engagement**

- \_\_\_ Be a welcoming presence at all JRC events, warmly engaging new and old congregants. And encourage fellow committee member to do so, as well.
- \_\_\_ Be a positive role model\*
- \_\_\_ Volunteer as a service greeter \*
- \_\_\_ Share information with the Board of Trustees\*
- \_\_\_ Act as a "host" at Judea Reform events to welcome members and visitors
- \_\_\_ Act as an Ambassador for JRC internally & externally
- \_\_\_ Come to JRC events that are not my usual "thing"; invite others to attend events with me
- \_\_\_ Support congregational activities in the greater community

### **Fiduciary**

- \_\_\_ Sign conflict-of-interest statement\*
- \_\_\_ Respect confidentiality as appropriate \*
- \_\_\_ Understand financial health of organization by, among other things, participating in Financial/Budget training

### **Philanthropic Leadership**

- \_\_\_ Make an annual membership commitment\*
- \_\_\_ Make an Annual Appeal gift\*
- \_\_\_ Support Fundraising efforts\*:
  - \_\_\_ Make introductions to congregants
  - \_\_\_ Host a fundraising event
  - \_\_\_ Be an ambassador
  - \_\_\_ Participate in/attend events
- \_\_\_ Attend a fundraising training

### **Governance**

- \_\_\_ Support/Execute Strategic Plan\*
- \_\_\_ When speaking or writing as a participant in civil society on issues relevant to Judea Reform and our Jewish community (not as a spokesperson for JRC Board policy), I will at all times make every effort to indicate that I am not speaking on behalf of Judea Reform Congregation, be accurate, and show respect for the opinions of others.\*
- \_\_\_ Participate in executive evaluations, as needed
- \_\_\_ Review/Update Policies & Practices
- \_\_\_ Review & Update Constitution, as needed

Organization Responsibilities to Each Board Member

\_\_\_ I will be provided with an agenda and meeting materials in advance of each scheduled board meeting.

\_\_\_ I will be updated monthly on Judea Reform's financial position and end of quarter results.

\_\_\_ The Executive Director, President and Senior Rabbi will make themselves available to me to discuss the organization's programs, goals, activities and status outside of board meetings if I request such opportunities.

\_\_\_ The Executive Director, President and Senior Rabbi will help me perform my duties by keeping me informed about research and developing issues in the area in which we are working.

\_\_\_ The Board President will ensure each board member is treated with respect and provide opportunity to for me to voice my position at board meetings.

\_\_\_ Board members and staff will respond in a straightforward fashion to questions that I feel are necessary to carry out my fiscal, legal and ethical responsibilities to this organization.

\_\_\_ The organization will carry directors and officers' liability insurance.

\_\_\_ If the organization does not fulfill its commitments to me, I can call on the Executive Director, President or Senior Rabbi to discuss the organization's responsibilities to me.

\_\_\_\_\_  
Board President

Ziva Raney

\_\_\_\_\_  
Interim Executive Director

Emily Young

\_\_\_\_\_  
Interim Rabbi

Rabbi John Franken