

**Havurah Shalom Funds**

Fund	Purpose	Person and/or Group Responsible/Notes
<b>Adult Education Fund</b>	Supports Adult Education Programs	Rabbi and Education Director (up to \$250) then Lifelong Learning Committee (LLC) (up to \$1000) then Steering
<b>Building Fund</b>	Support of ongoing, smaller-scale building improvements/maintenance/special projects and building loans. Also, houses all Auction activity history.	Steering
<b>Cemetery Fund</b>	Cemetery plots, cemetery improvements, occasional burial costs for indigent community members	Cemetery Committee (up to \$1000) then Steering. Additionally, Cemetery Committee is authorized to expend money from the Cemetery Fund from time to time in an amount sufficient to cover the costs related to indigent burials, including but not limited to the donation of a burial plot, in accordance with Havurah's agreement to share these expenses in an equitable way with other Jewish congregations in the community.
<b>Educator's Discretionary Fund</b>	Education Director discretionary expenses	Education Director
<b>Havurah Endowment Fund</b>	Long-term support of congregation operating expenses	Steering directs investment and utilization of fund
<b>Kabbalat Shabbat Dinner Fund</b>	All income and expenses related to monthly Kabbalat Shabbat dinners	Spiritual Life Committee (SLC) (up to \$1000) then Steering
<b>Library Fund</b>	Supports Library -- acquisition and maintenance of materials	Library Committee (up to \$1000) then Steering
<b>Music Fund</b>	Support of Music Program	Music Director (up to \$250) then Music Committee (up to \$1000) then Steering
<b>Prayerbook Fund</b>	To maintain an adequate supply of good-condition prayerbooks	SLC (up to \$1000) then Steering
<b>Rabbi Discretionary Fund</b>	Rabbi Discretionary Expenses	Rabbi
<b>Religious Articles Fund</b>	Purchase/maintenance of Torah and other religious articles.	SLC (up to \$1000) then Steering
<b>Tikkun Olam Fund</b>	Support of Tikkun Olam activities and MacG membership	Tikkun Olam Committee
<b>Youth Activities Fund</b>	Financial support for member youth for non-Havurah activities	Education Director (up to \$250) then LLC (up to \$1000) then Steering
<b>Youth Education Fund</b>	Support of Shabbat School, Middle School, High School, and Hebrew School programs	Education Director(up to \$250) then LLC (up to \$1000) then Steering
<b>Contractual Funds:</b>		
<b>Educator's Professional Development Fund</b>	Contractual Fund	Education Director, in consultation with Steering
<b>Rabbi Professional Development Fund</b>	Contractual Fund	Rabbi
<b>Emplee Flex Fund</b>	Contractual Fund	Employee flex account--contributions and draws booked through this account. Entries made by Havurah bookkeeper, using payroll reports

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<b>Reserve Funds:</b>		
<b>Havurah Endowment Fund</b>	Long-term support of congregation operating expenses	Steering directs investment and utilization of fund
<b>Havurah Reserve Fund</b>	Long-term support of congregation	Entry made by Finance / Treasurer each year to either zero out the profit / loss
<b>Building Maintenance/Improvement Fund</b>	Support large and costly maintenance/improvements to our building	Building Manager (up to \$250) then the Building Manager and Operations Mrg (need both) (up to \$1000) then Steering
<b>Havurah Operating Fund</b>	Ongoing balance during the course of the year--amount of Income less expenses from the Operating Budget	Not "managed"; amount accumulates during the year and an entry is made by Finance/Treasurer at year end to sweep excess into Havurah Reserve Fund or vice versa
<b>Funds Closed or not in use:</b>		
<b>Emergency Kehillah Fund</b>	Funds for member emergencies, i.e. rent, food, etc	Closed -- balance began new Rabbi Discretionary Fund
<b>Joey Wolf Education Fund</b>	Support community-wide education programs	Closed -- balance transferred to endowment
<b>Rabbi Travel Fund</b>	Contractual Fund	Fund no longer in use.
<b>Sabbatical Reserve Fund</b>	For continuance of pastoral / service needs when Rabbi is on Sabbatical-this account was cleared out in 2016-17	Steering or designee-not currently in use