

**CJCN Organization Structure - Presentation to Board -- April 27, 2006 (rev 9/27/2006)**

**Board of Trustees**

Elected Trustees (10); Elected Officers (7); Sisterhood President; Men's Club President; Immediate Past President of Congregation; Rabbi (without right to vote). The President of the Congregation is Chairperson of the BOT.

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| 5 Standing Committees Established in the By-laws each report to the Board of Trustees. Committee Chairpersons are appointed by President and approved by BOT and determine the size and appoint members of the committee, unless the By-laws provide otherwise. The President is a member ex officio of all committees without the right to vote. | <b>Executive Committee</b>   |
|   | Congregation President (Chairperson), President Elect, Vice-President Finance, Vice-President Education & Membership, Vice-President Facilities, Secretary, Treasurer. Exercises powers authorized by BOT (administers the routine daily affairs of CJCN). |
|   | <b>Budget Committee</b>  |
|   | Treasurer, Assistant Treasurer (if any) plus at least one other member of congregation. Reviews and reports to BOT and Congregation re financial operations and prepares the budget for approval by the Congregation.                                      |
|   | <b>Ritual Committee</b>  |
| At least three members of the Congregation: coordinates all matters pertaining to worship.  |  |
| <b>Nominating Committee</b>   |  |
| Nine (9) members of the Congregation selected by the BOT, consisting of: One past President, 2 current BOT members, 3 past committee chairs, 3 randomly chosen members of the congregation. Nominates individuals to serve as officers and board members.   |  |
| <b>Finance Committee</b>  |  |
| Treasurer plus at least 2 members of the Congregation. Approves each CJCN member's annual financial obligation and recommends modifications or special dispensation. VP Finance is ex officio member and has general oversight of this committee.   |  |

Board of Trustees/Executive Committee Liaisons providing co-ordination to Committees

| <b>Program Area</b>   | <b>Ritual</b> | <b>Community</b>                                | <b>Education</b>  | <b>Leadership</b>   | <b>Communications</b>  | <b>Responsibility</b>  |
|---|---------------|---|---|---|--|--|
| Committee Structure Including <b>Standing Committees</b> and other Committees Established by the BOT and <b>Auxiliary Organizations</b> | <b>Ritual</b> | VP Education & Community                        |   | <b>Executive Committee</b>                                | <b>Communications</b><br>(including Calendar, Marketing, Publicity, Advertising, Newsletter, web page content and content maintenance) | <b>Budget Committee</b><br><b>Finance Committee</b><br>(to include fundraising & grants)     |
|   |               | <b>Membership Involvement</b>                   | <b>Youth &amp; Family Education</b><br>(Includes Religious School, Youth Groups, Library) | <b>Leadership Development</b>                             |  |  |
|   |               | <b>Community Involvement</b>                    |   | <b>Strategic Planning</b>                                 |  | <b>House Committee</b><br>(to include Fine Arts, Security and communications infrastructure) |
|   |               | -----<br><b>Men's Club</b><br><b>Sisterhood</b> | <b>Adult Education</b>  | <b>Bylaws &amp; Policy</b><br><b>Nominating Committee</b> |  |  |