

Container List

21-03 ~ Documents ~ Congregation B'nai Emet

02/15/2012

Container Description	Folder	Location	Creator	Date Subjects	Title
1 <i>Typical Board Meeting Minutes</i>	1			3-28-08 <i>Congregation B'nai Emet Board Meeting</i>	Administrative - Board Meeting, Oct. 1990
1 <i>These documents are mostly from or to Lucy Katzen. Letter topics include: Correspondences to School Districts regarding school closings and snow days in relation to Jewish holidays, Letters to and from the First Presbyterian Church of Sparta, Letter from Boris to David and Lucy Katzen (a resettled Russian immigrant), Form letters, Lucy Katzen to Hebrew Singer(s) - May 1991, Letter to the Steering Committee - Aug. 1997, Lucy Katzen to Real Estate Agents - Feb. 2000, Lucy and David Katz to the Congregation - Feb. 2000, Lucy Katzen to the Congregation -- Interfaith Holocaust Memorial Service - Nov. 2001, Lucy Katzen to the Congregation - Raleigh Hotel Trip - Oct. 2002, etc.</i>	2			3-28-08 <i>Congregation B'nai Emet Correspondences Lucy Katzen</i>	Administrative - Correspondences (Incoming/Outgoing), 1990-2002
1 <i>One page per year listing the agenda for the meeting.</i>	3			3-28-08 <i>Congregation B'nai Emet General Meetings</i>	Administrative - General Meetings, 1990 & 2001
1 <i>Minutes from marketing committee and constitution for the steering committee.</i>	4-5			3-28-08 <i>Congregation B'nai Emet Committees</i>	Committees - Marketing, Steering
1 <i>Events folders as follows: 5th Anniversary Dinner 10th Anniversary Dinner "An English Siddur" Events Schedule Shabbat Services</i>	6-10			3-28-08 <i>Congregation B'nai Emet Events</i>	Events - Various Events
1 <i>Two one-page reports each of budget proposal for 1990-1991 and Fee summary for 1994-1995.</i>	11-12			3-28-08 <i>Congregation B'nai Emet Finance</i>	Finance - Budget and Dues Proposal; Fee Summary
1 <i>Included in this folder: - Form letter - Membership - n.d. - Blank membership materials - n.d. - Membership postcard forms (blank) - n.d.</i>	13			3-28-08 <i>Congregation B'nai Emet Membership</i>	Membership - Membership Material
1 <i>Typical congregation newsletters with announcements, calendar listings, messages, etc.</i>	14-15			3-28-08 <i>Congregation B'nai Emet Publications</i>	Publications - Newsletters, 1990-2003

Container	Folder	Location	Creator	Date	Title
<i>Description</i>				<i>Subjects</i>	
1	16			3-28-08	Press - Newspaper Clippings
<i>A 2000 Jewish News article about the congregation.</i>				<i>Congregation B'nai Emet Publications</i>	