## **Container List**

16-03 ~ documents ~ Temple Sha'arey Shalom

07/23/2014

Container Description	Folder	Location	Creator	Date Subjects	Title
1	1			2/26/09	Administrative/Board Handbook, 2000
Handbook for incom	ing board members		Temple Sha'arey S Administrative Board Handbook	halom	
1	2			2/26/09	Administrative/Board Manual, 1980
Similar to the board	handbook but contains	fewer materials		Temple Sha'arey S Administrative Board Manual	halom
1	3			2/26/09	Administrative/Funeral Planning
Information from Med	norah Chapels at Millbo	urn and a blank "funeral pre-	planning portfolio" packet from the Temple	Temple Sha'arey S Administrative Funeral Planning	halom
1	4			2/26/09	Administrative/Miscellaneous
Membership applicate survey from Temple		rs, solicitation from the Polic	emen's Benevolent Association, and a con	nmunity Temple Sha'arey S Administrative Miscellaneous	halom
1	5			2/26/09	Administrative/Officers Lists, 1975-2001
Lists of Temple office	ers			Temple Sha'arey S Administrative Officers Lists	halom
1	6			2/26/09	Administrative/Organizational Chart, 1999
Organizational charts	s of officers and the en	nployees of the Temple		Temple Sha'arey S Administrative Organizational Cha	
1	7			2/26/09	Administrative/Policies
A list of policies base	ed on minutes reviewed	d from 1980 to 2000		Temple Sha'arey S Administrative Policies	halom
1	8			2/26/09	Administrative/Vision Statement, 2000
Vision statement for	the Temple (2000)			Temple Sha'arey S Administrative Vision Statement	halom
2-6	1-4; 1-7; 1-5; 1-3;	; 1-4		2/26/09	Administrative/Minutes, 1962-2006
Both board and cong Box 2 - 1962-1962; Box 3 - 1981-1992	gregational minutes (ye 1975-1980	vars as listed):		Temple Sha'arey S Administrative Minutes	halom

Container Description	Folder	Location	Creator		Date Subjects	Title
Box 4 - 1993-2000 Box 5 - 2001-2003 Box 6 - 2004-2006					Board Minutes Congregational minute	es ·
7	1-4				2/26/09	Affiliations/Union of Hebrew Congregations
Brochures, newsletters	s, announcements, boo	klets and other materials	related to the Union		Temple Sha'arey Shai Affiliations Union of Hebrew Cong	
8	1				2/26/09	Building/Building Fund
Building fund statemer	nts, balance sheets, wo	rker code list, guidelines	and other related material		Temple Sha'arey Shai Building Building Fund	lom
8	2-3				2/26/09	Building/Expansion
Expansion developmen	nt and plans are reflect	ed in the memos, letters,	newletters and assorted documents.		Temple Sha'arey Shal Building Expansion	lom
8	4				2/26/09	Building/Expansion Pledges
Pledge cards, letters, a	and donor lists				Temple Sha'arey Shai Building Expansion Pledges	lom
8	5				2/26/09	Building/Expenses
Reports, estimates and handicap lift proposal)	d costs and documents	related to building costs	(leaves and plaque memorials; ceiling	g repair;	Temple Sha'arey Shal Building Expenses	lom
8	6				2/26/08	Building/Miscellaneous
Letter to congregants of for a caretaker's apartr		ard of Adjustments' appro	oval of the Temple's application for a	variance to allow	Temple Sha'arey Shai Building	lom
9	1-2				2/27/09	Calendars
Calendars include; one commenoration calend	e-page services schedu lar from 2007; and Bar/	ıles; organists schedules; Bat Mitzvah schedules	photocopied calendar pages; a 50-ye	ear	Temple Sha'arey Shai Calendars	lom
1	3				2/27/09	Clubs & Groups/Brotherhood, 1990s
Letters, memos and re	ports about events and	l news			Temple Sha'arey Shai Brotherhood	lom
9	4				2/27/09	Clubs & Groups/Chai Society
Letter announcing the	formation of the Chai S	Cociety includes charter m	embers list		Temple Sha'arey Shai Clubs and Groups Chai Society	lom

Container Description	Folder	Location	Creator	Date Title Subjects
9	5			2/27/09 Clubs & Groups/Renaissance Group
Event announcenm	nents and reports			Temple Sha'arey Shalom Clubs and Groups Renaissance Group
9	6			2/27/09 Clubs & Groups/Sisterhood/Correspondence
A letter from a cong	gregant expressing grati	tude for condolences and a	short list of condolence letters from Septe	mber, 1999 Temple Sha'arey Shalom Clubs and Groups Sisterhood Correspondence
9	7			2/27/09 Clubs & Groups/Sisterhood/Events
Announcements for	r a Julie Silver concert, բ	oaid up membership and har	dwritten notes about various events	Temple Sha'arey Shalom Clubs and Groups Sisterhood Events
9	8			2/27/09 Clubs & Groups/Sisterhood/Finance
Budget reports and	I presentations			Temple Sha'arey Shalom Clubs and Groups Sisterhood Finance
9	9			2/27/09 Clubs & Groups/Sisterhood/Miscellaneous
	s for 1991-1992, "The Me om Women of Reform J		bbat Evening Services" and Model Const	itution for Temple Sha'arey Shalom Clubs and Groups Sisterhood Miscellaneous
9	10			2/27/09 Clubs & Groups/Sisterhood/Officers
1988-1989 Slate of	f Officers			Temple Sha'arey Shalom Clubs and Groups Sisterhood Officers
9	11			2/27/09 Clubs & Groups/Sisterhood/Reports
Various reports from	m 1974-1975; 1987-198i	8; 1992-1993; 1995-1996; 19	997-2000	Temple Sha'arey Shalom Clubs and Groups Sisterhood Reports
9	12			2/27/09 Clubs & Groups/Sisterhood/Sisterhood News
A few articles for th	ne Temple Newsletter, "T	The Scroll"		Temple Sha'arey Shalom Clubs & Groups Sisterhood Sisterhood News
9	13			2/27/09 Clubs & Groups/Youth Group
Calendar and end o	of the year report for 198	37-1988		Temple Sha'arey Shalom Clubs & Groups

Container Description	Folder	Location	Creator	Date Subjects	Title
				Youth Group	
9-10	14-19; 1-18			2/27/09	Committees
Reports, memo and	l letters from assorted c	ommittees.		Temple Sha'arey S Committees	Shalom
Adult Education Conseautification Committee Calendar Committee Catering Committee Chai Committee Chai Committee Chai Committee Chai Committee Library Committee Library Committee Membership Committee Membership Committee Machinery Coutreach Committee Pulpit Committee Pulpit Committee Renaissance Committee Sha'arey Shalom Coshiva Committee Social Action Committee Ways and Means Committee Ways and Means Committee Committee Social Action Committee Committe	mittee ee eael Fair Committee committee dittee dittee dittee ee ee en mittee mittee mittee committee committee	S:			
10	19			2/27/09	Constitutions & By laws
Several versions an	nd amendments of temp	le constitutions and by-laws		Temple Sha'arey S Constitution By Laws	Shalom
10	20			2/27/09	Correspondence
<ul> <li>Letter from Evange</li> <li>Issues related to a</li> <li>YWCA letter of that</li> </ul>	anks eparture of board memb			Temple Sha'arey S Correspondence	Shalom
11	1			2/27/09	Education/Calendars
School calendars fo	or 1974-1975 and 1994-	1995		Temple Sha'arey S Education Calendars	Shalom
11	2			2/27/09	Education/Correspondence
Form letters to pare	ents (1994 & 1999) and a	a letter of complaint from a par	ent	Temple Sha'arey S Education Correspondence	Shalom

Container Description	Folder	Location	Creator		Date Subjects	Title
11	3			2	2/27/09	Education/Department of Youth and Family Services
Certificates and licentelletters	osing for the Child Care	e Center, renovation related o	documents, inspection documents, ar	E	Temple Sha'arey Sha Education Department of Youth	
11				3	3/3/09	Education/Faculty Lists and Compensation
Lists of faculty memb	pers and compensation	n expenses	E F	Temple Sha'arey Sha Education Faculty Compensation Salary	alom	
11	5			3	3/3/09	Education/Finance
Budgets, expenditure	es, tuition and fees			E	Temple Sha'arey Sha Education Finance	olom
11	6			3	3/3/09	Education/Miscellaneous
		Flyers and brochures; 2000 I nts and other materials	Registration information; 1994 Grade		Temple Sha'arey Sha Education	olom
11	7			3	3/3/09	Education/Newsletters
One newsletter from Angeles) 1993	Temple Sha'arey Sha	lom "Jewish Giraffe Journal",	1990 and a newsletter from Torah A	·	Temple Sha'arey Sha Education Newsletters	olom
11	8			3	3/3/09	Education/Policy
School attendance p religious school in lo	olicy and a letter to Ire cal synagogues	ne Bolton from Mark Sperbe	r summarizing the attendance policies	E	Temple Sha'arey Sha Education Policy	olom
11	9			3	3/3/09	Education/Religious School Board Meetings, 1986-2000
School board reports	s from 1986-2000			E	Temple Sha'arey Sha Education School Board	olom
11	10			3	3/3/09	Employees/Bolton, Irene
Documents related to	o the religious school o	director include Bolton's cont	ract agreeement and assorted letters	E	Temple Sha'arey Sha Employees Bolton, Irene	olom
11	11			3	3/3/09	Employees/Daniels, Cantor Amy
Agreements, letters t	to/from, resume and co	ompensation meetings relate	d to Cantor Daniels	E	Temple Sha'arey Sha Employees Cantor Amy Daniels	olom
11	12			3	3/3/09	Employees/Fink, Rita
Contract for secretar	y Rita Fink				Temple Sha'arey Sha Employees	olom

Container Description	Folder	Location	Creator	Date Subjects	Title
				Rita Fink	
11	13-15			3/3/09	Employees/Goldstein, Rabbi Joshua
Letters (administrative	e and personal), men	nos, contract and a complilat	ion booklet of essays (Standing on the Sh	Employees	a'arey Shalom ua Goldstein
11	16			3/3/09	Employees/Greenman, Nina
Contracts, memos an	d letters related to Pr	re-school director Nina Greer	nman	Temple Sha Employees Nina Green	
11	17			3/3/09	Employees/Kenny, Jean and Vincent
Contracts and letters	and memos regardin	g Temple caretakers, Jean a	nd Vincent Kenny	Employees	a'arey Shalom Cenny Vincent
11	18			3/3/09	Employees/Klein, Amy
Resume from Nursery	y school teacher, Am	y Klein		Temple Sh Employees Amy Klein	a'arey Shalom
12	1			3/3/09	Employees/Newler, Holly
Resumen and contrac	ct agreement (1996)	and termination (1997) with t	he former Pre-School Director	Temple Sha Employees Holly Newle	
12	2			3/3/09	Employees/Organists
Contracts and letters	to/from numerous or	ganists		Temple Sha Employees Organists	a'arey Shalom
12	3			3/3/09	Employees/Policy/Dental and Health Insurance
Insurance paperwork				Temple Sha Employees Insurance	a'arey Shalom
12	4			3/3/09	Employees/Schecter, Rosalie
Memo regarding com	pensation for Rosalie	Schecter		Employees Rosalie Scl	a'arey Shalom hecter
12	5			3/3/09	Employees/Shapiro, Rabbi Howard
1976 and 1979 contra	act with Rabbi Shapir	0		Employees	a'arey Shalom ard Shapiro

Container Description	Folder	Location	Creator		Date Subjects	Title
12	6				3/3/09	Employees/Snepar, Elaine
Draft contract with Princ	cipal of the Religious Sci	hool (1980)		Temple Sha'arey Sha Employees Elaine Snepar	lom	
12	7				3/3/09	Employees/Staff
Lists of staff members a	and a letter to Marie and	Jack Williams accepting their	Temple Sha'arey Shalom Employees Staff			
12	8				3/3/09	Employees/Temple Administrator
			Considerations for Temple Admin sue related to the dismissal of an a	administrator	Temple Sha'arey Sha Employees Temple Administrator	
12	9				3/3/09	Events
Flyers and announceme	ents from special events	(1990s and 2000s). Included	is a DVD from the 50th Anniversa	ary Gala	Temple Sha'arey Sha Events	lom
12	10				3/3/09	Events/Press Releases
Press releases about up	ocoming events				Temple Sha'arey Sha Events Press Releases	lom
12	11				3/3/09	Events/Services/Programs, 1970-1998
Programs from Sabbath	services and other spe	cial services			Temple Sha'arey Sha Events Services Programs	lom
13	1				3/3/09	Finance/Bank Balances
Assorted reports and sta	atements from several b	panks			Temple Sha'arey Sha Finance Bank Balances	lom
13	2				3/3/09	Finance/Bank Refinancing
Letters and documents	related to refinancing (1	999)			Temple Sha'arey Sha Finance	lom
13	3-6				3/3/09	Finance/Budget, 1974-2000
Budgets from 1974-200	0				Temple Sha'arey Sha Finance Budget	lom
13	7				3/3/09	Finance/Cash Reciepts and Disbursements, 1980-1999
Cash Receipts and Dist	oursements				Temple Sha'arey Sha Finance Cash Receipts and Di	

Container Description	Folder	Location	Creator		Oate ubjects	Title
13	8			3/3	3/09	Finance/Correspondence
Letters to congregants a financial matters	advising members abou	t financal matters, High	Holiday tickets and a few internal men	Fin	emple Sha'arey Shalo nance orrespondence	om
14	1			3/3	3/09	Finance/Donors- Hurwitz Estate
Bequest from the Murra	y Hurwitz Estate			Fin	emple Sha'arey Shalo nance urwitz Estate	om
14	2			3/3	3/09	Finance/Donors - Saunders Estate
Bequest from the Sanfo	rd M. Saunders Estate			Fin Sa	emple Sha'arey Shalo nance aunders Estate anford M. Saunders	om
14	3			3/3	3/09	Finance/Dues - Membership
Documents related to d	ues			Fin Du	emple Sha'arey Shalo nance ues embership	om
14	4			3/3	3/09	Finance/Funds - Designated Funds, 1994-2000
Itemized lists of designa	ated funds and contribut	ions		Fin Fui	emple Sha'arey Shald nance unds esignated Funds	om
14	5			3/3	3/09	Finance/Funds - Anshe Emeth Youth Scholarship
Document detailing the	Anshe Emeth Memorial	Temple's Youth Schol	arship (New Brunswick, NJ)	Fin	emple Sha'arey Shalo nance meth Youth Scholarsi	
14	6			3/3	3/09	Finance/Fund - Hordes Foundation
Grant awarded from the	e Violet Zall Hordes foun	dation to help expand t	he Shabbat programming	Fin	emple Sha'arey Shalo nance ordes Foundation	om
14	7			3/3	3/09	Finance/Fund - Kiesel Scholarship Fund
			ole Sha'arey Shalom members who winel" - included is a summary of the so	cholarship and Fin Fui Kie Ho	emple Sha'arey Shald nance und esel Scholarship owie Kiesel udree Kiesel	om
14	8			3/3	3/09	Finance/Fund - Moesch Family
Two letters related to th	e Moesch Youth Schola	ership Fund		Fin	emple Sha'arey Shalo nance oesch Family	om

Container Description	Folder	Location	Creator	Date Subjects	Title
				Bill Moesch Sharon Moesch	
14	9			3/3/09	Finance/Insurance
Health insurance relat	ed papers			Temple Sha'arey S Finance Insurance	halom
14	10			3/3/09	Finance/Obligations and Responsibilities, 1976-1977 &
1976-1977 list of office financial obligations a			fiscal matters and 1990-1991 itemized list o	Temple Sha'arey S Finance Obligations and Re	
14	11			3/3/09	Finance/Pledges, 1998
Lists and handwritten	notes related to High	Holiday pledges (1998)		Temple Sha'arey S Finance Pledges	halom
14	12			3/3/09	Finance/Policies, 1997-2000
Financial policies outli	ining the costs of eac	h program offered		Temple Sha'arey S Finance Policies	halom
14	13			3/3/09	Finanance/Projections
Long range financial p	projections			Temple Sha'arey S Finance Projections	halom
14	14			3/3/09	Finance/Finance Reports, 1979-2000
Reports given to comi	mittees and board me	eetings		Temple Sha'arey S Finance Finance Reports	halom
14	15			3/3/09	Finance/Financial Secretary's Reports, 1988-1996
Finanical reports give	n to committees and i	board meetings		Temple Sha'arey S Finance Financial Secretary	
14	16			3/3/09	Finance/Statements, 1985 & 1991-2000
Itemized statements				Temple Sha'arey S Finance Statements	halom
14	17			3/3/09	Finance/UAHC/Maintenance of Union Membership (MUM)
Financial documentati	on related to the UAI	HC including concerns about	retaining membership due to insufficient res	Finance	halom Hebrew Congregations

Container Description	Folder	Location	Creator		Date Subjects	Title
15	1				3/3/09	History
Booklet: "Legacy of De page of the history of the	evotion: The Fortieth he Temple	Anniversary History of Temp	le Sha'arey Shalom, 1957-1997" and	d a photocopied	Temple Sha'arey Sha History	lom
15	2				3/3/09	Legal/Insurance, 1985
Itemization of building i	insurance costs fron	n Atlantic Mutual Insurance C	о.		Temple Sha'arey Sha Legal Insurance	lom
15	3				3/3/09	Membership/Dues and Payments, 1988-1992
Letters of reminder and	d lists of membershi	p dues and payments			Temple Sha'arey Sha Membership Dues and Payments	lom
15	4				3/3/09	Membership/Membership Lists, 1987-2000
Membership lists					Temple Sha'arey Sha Membership	lom
15	5				3/3/09	Merger/Affilitation
Agreement of Affiliation	n between Temple E	Beth El of Elizabeth and Temp	ole Sha'arey Shalom (1999) with drai	fts and notes	Temple Sha'arey Sha Merger Temple Beth El	lom
15	6				3/3/09	Merger/Temple Beth El
Correspondence with to surveys and attorney le		Beth El about the merger; ser	vices conducted by Rabbi Goldstein	and Rabbi Flax;	Temple Sha'arey Sha Merger Temple Beth El	lom
15	7				3/3/09	Merger/Building and Grounds
Proposals for soil testir tank integrity test	ng at Temple Beth E	El's site; Building inspection at	Temple Beth El and results from an	underground oil	Temple Sha'arey Sha Merger Temple Beth El	lom
15	8				3/3/09	Merger/Finance
Letters, memos and ha Temple Beth El	andwritten notes det	ailing the fee structures at Te	mple Sha'arey Shalom regarding the	e merger with	Temple Sha'arey Sha Merger Finance Temple Beth El	lom
15	9				3/3/09	Merger/Rabbi Goldstein
Correspondence betwee Goldstein and Mark Sp	een Temple Beth El perber about the offic	's Bob Haiken and Rabbi Gole cial notification that UAHC red	dstein about the merger and between quests about the merger	n Rabbi	Temple Sha'arey Sha Merger Temple Beth El Rabbi Joshua Goldste	
15	10				3/3/09	Merger/Talking Points
Talking points outlining	the issues associa	ted with the merger - author u	nknown		Temple Sha'arey Sha Merger Temple Beth El	lom

Container Description	Folder	Location	Creator		Date Subjects	Title
15	11				3/3/09	Miscellaneous
Letters to the editor of a Catholic-Jewish Disput	Reform Judaism magaz e That Won't Go Away"	zine (Spring, 2000) in resp	oonse to Rabbi Arthur Hertzber's a	article, "The	Temple Sha'arey Sha Miscellaneous	lom
15	12				3/3/09	Other Institutions
Items in this folder inclu professional developme Administrators flyer and	ent; UJA Super Sunday	brochure; Jewish Family	oroductive Choice; various articles Services brochures; National Ass	s about sociation of Temple	Temple Sha'arey Sha Publications Other Institutions	lom
16	1				3/4/09	Presidential Files/Bell, Murray
Letter from congregant correspondence	about parking issues, c	continuting education cer	ificate from a seminar, and a few <sub>l</sub>	personal	Temple Sha'arey Sha President Murray Bell	llom
16	2				3/4/09	Presidential Files/Pittman, Bruce/Correspondence
A few letters to congre	gants and board membe	ers			Temple Sha'arey Sha President Bruce Pittman	lom
16	3-4				3/4/09	Presidential Files/Sperber, Mark/Correspondence
Letters covering assort congregant letters; and			rers; letters to board and committ	tee members;	Temple Sha'arey Sha President Mark Sperber Correspondence	lom
16	5				3/4/09	Presidential Files/Sperber, Mark/Speeches
High Holy day speech (	given by Mark Sperber,	no date			Temple Sha'arey Sha President Mark Sperber	lom
16	6				3/4/09	Presidential Files/Sperber, Mark/Notes
Handwritten notes abou	ut assorted topics				Temple Sha'arey Sha President Mark Sperber	lom
16	7				3/4/09	Presidential Files/Sperber, Mark/Reports
Report to Rabbi Golds	tein of Board vacancies	and suggestions for rep	acements		Temple Sha'arey Sha President Mark Sperber	lom
16	8				3/4/09	Presidential Files/Sperber, Mark/Reference Materials
Assorted articles about	how to implement vari	ious leadership and admi	nistrative duties		Temple Sha'arey Sha President Mark Sperber	
16	9				3/4/09	Programs/Miscellaneous
Information about "Kibb	outz Lotan: Adopt a Cov	v Program"			Temple Sha'arey Sha Programs Miscellaneous	lom

Container Description	Folder	Location	Creator	Date Subjec	Title ets
16	10			3/4/09	Programs/Summer Camp
Calendars, employee in	formation and costs fo	r the summer camp progran	n (1994 and 2000)	Temple Program Summe	
16	11			3/4/09	Programs/Health Initiative
Healthcare Foundation Healthcare Foundation of nursing care.	grant applications, lette Annual Report and oth	ers and memos to members er related information about	and board members, Temple surv a program to provide assistance to	ey, 2000 Temple o those in need Program Health II	Sha'arey Shalom ns nitiative
16	12-14			3/4/09	Publications/The Scroll, 1966-1977
The Scroll newsletters				Temple Publicat The Scr	
16	15			3/4/09	Publications/The Scroll/Miscellaneous
Submissions for the net	wsletters from individua	als and groups, like sisterhoo	od	Temple Publicat The Scr	
16	16			3/4/09	Publicity
Brochure with program	listings for 1999-2000			Temple Publicity	Sha'arey Shalom
16	17			3/4/09	Press/Bolton, Irene
Article written by Irene I	Bolton titled: "Am Echa	d - One People: A Mission fo	or Solidarity with Israel"	Temple Press Irene Bo	Sha'arey Shalom olton
16	18			5/11/09	Press/Newspaper Clippings
Newspaper clippings				Press	Sha'arey Shalom per Clippings