

**Temple Aliyah
Administration Committee
2008 – 2009**

I am pleased to summarize the efforts of the Administration Committee of Temple Aliyah during the past board year 2008 – 2009.

1. We spent a significant amount of time working on a proposal for the establishment of an ad hoc personnel committee that would be responsible for working with other Temple committees to negotiate new and renewing contracts with employees of the Temple. After numerous discussions with the executive committee of the Temple, the concept of the personnel committee was ultimately rejected. The process of debating the issue, however, advanced discussions on many topics that are and will be important for the future of the Temple. For instance, it brought about the debate of the significance and role of the Executive Committee at Temple Aliyah and has encouraged a new discussion on that issue. It raised concerns over the bylaws of the Temple, many of which have been modified and many of which will continue to be evaluated. Finally, it set the path for renewed discussions on this issue which undoubtedly will take place in the upcoming year.

2. We evaluated the past and current practices of the Temple regarding maternity and paternity policies. Marvin Klein prepared a remarkable and detailed analysis of the laws governing these issues, both at the federal and state levels. While this analysis is not complete, it is well on its way to being done and will hopefully be wrapped up shortly after the new Administration Committee is established.

3. We worked towards completing the process of having an ad hoc legal consulting committee which would provide basic, general, pro bono legal advice to the Temple on various issues. The purpose would be to provide a preliminary assessment of certain issues to the Executive Director and President so that they can then make informed decisions as to how to proceed and make determinations as to whether it is appropriate to retain outside counsel to handle various items.

4. The Administration Committee formulated a policy regarding the employment by the Temple of relatives of board members and the potential conflicts raised in such circumstances.

5. The Administration Committee undertook the daunting task of evaluating all prior policies passed by all prior committees. In doing so, we learned that there was a severe lack of documentation on prior policies. The Committee formulated a structure going forward whereby policies will be maintained both in a hard and soft format, accessible to the board of directors for future reference. The process of compiling past policies and formulating the policy manual has only just begun and this task will be handed to the next Administration Committee.

I would like to thank Rozanne Burstein, Jeremy Sunderland, and Marvin Klein for their dedication this committee. The issues were complex and they performed professionally and served the Temple well during the past year. I would also like to thank our committee member, Paul Neinstein for his contributions on the various issues described above.

Respectfully submitted by, Howard Grobstein