

**SISTERHOOD POLICY
REGARDING
BEREAVEMENT ASSISTANCE**

Should there be a death of a Sisterhood Board member, former Board member, or immediate family member of such, every effort will be made to inform the Board so that those who so choose will have the opportunity to lend assistance, both physically and financially. But Sisterhood policy does not provide Sisterhood funds for these purposes.

Due to the large size of the Temple Rodef Shalom congregation, the responsibility for providing shiva platters or making other arrangements for the funeral meal must fall to the friends and family of the deceased. In addition, there exists a Temple Bereavement Committee to assist in fulfilling this mitzvah.

In the event of a death, sending a uniongram of condolence to the family on behalf of Sisterhood would be appropriate. (See Uniongram Policy)

April 2004

**SISTERHOOD POLICIES
REGARDING**

CLERGY AND STAFF

Sisterhood is a vital arm of Temple Rodef Shalom. Among the stated objectives of the organization shall be "to provide support to the Temple, financially and otherwise." In this light, the Board of Directors has established a variety of ways in which the Sisterhood can show its appreciation to the Clergy and to the Staff.

CLERGY :

- The female clergy and the female spouses of the clergy shall be given honorary membership in the Sisterhood of Temple Rodef Shalom, which includes membership in District #8 and the National Women of Reform Judaism.
- The clergy and their spouses are invited to all Sisterhood functions and the cost of admission and/or any meal costs will be complimentary. These expenses shall be planned for within the Sisterhood budget, rather than divided among those attending the event.

STAFF:

- Sisterhood will sponsor a special lunch for the Administrative and Clerical Staff of the Temple to thank them for their help to Sisterhood. At this time it may be appropriate to single out various individuals for their special contributions to Sisterhood's projects.
- The Donor Luncheon provides Sisterhood the opportunity to "reward" its members for their contributions to the success of Sisterhood's projects. Those staff members who are also Sisterhood members will receive invitations to the Donor Luncheon, with the indication of any donor points earned. They may choose to attend the Luncheon, and are then subject to the same criteria as any other member.

CUSTODIANS:

- To show appreciation to the Temple Custodians, it is appropriate to present each with a monetary gift. Since the Temple provides Holiday bonuses, it is suggested that this gift be presented at the end of the program year (June).

TEMPLE RODEF SHALOM SISTERHOOD

POLICY REGARDING FUND-RAISING ACTIVITIES

All patrons of Sisterhood fund-raising activities, most notably, but not limited to, the Bagel Bar, Tableware Rentals, Judy's Place and Treasures receive equal treatment. The prices indicated are the same for everyone.

Temple committees and departments whose bills are submitted for payment to the temple executive director may be billed at a special rate to be determined in advance.

Sisterhood fund-raising projects are completely organized, managed and staffed by Sisterhood volunteers who receive only donor credit for their participation. All income from these endeavors is deposited directly to the Sisterhood checking account from which it is disbursed. Allocation of these funds to Temple Rodef Shalom and to Jewish, Israeli and community non-profit charitable organizations is decided annually by the Sisterhood board.

November 2009

Mission Statement

The objectives of this organization shall be to provide support to Temple Rodef Shalom, financially and otherwise; to provide social, cultural, and educational opportunities to the women of TRS; and to serve as an instrument of TRS in furthering the ideals of Judaism.

**Women of Temple Rodef Shalom
2100 Westmoreland Street
Falls Church, Virginia 22046**

MAZON POLICY

A collection for MAZON will be part of all WoTRS events where a meal is purchased by the participants – to include, but not be limited to the Annual Membership Event, the Annual WoTRS Shabbat Dinner, the Annual Havdalah Dinner, and the Annual Donor Event. A basket will be passed for a free-will donation, the entire proceeds of which will be sent off annually to MAZON. To carry out this policy, a chairperson will be appointed by the president(s).

**Approved:
April 2013**

TEMPLE RODEF SHALOM SISTERHOOD MEMBERSHIP & PARTICIPATION

There was general consensus among the Sisterhood Board that, while we would like to encourage the women of the Temple to become dues-paying members of Sisterhood, we must be seen as a welcoming arm of the Temple. To that extent, the following policies have been agreed upon regarding the various activities that Sisterhood sponsors.

Fall Membership Event:

- The Fall Kick-Off event will be open to all Temple women. Those women who have paid their dues will be charged a reduced fee, while those women who are not paid-up WoTRS members will be charged a higher fee (to be determined by the event chair, but should at least approximate the cost of their attendance). If a woman should decide to join WoTRS, she may do so at the door and the reduced fee will apply.

Donor Luncheon:

- Only paid-up Sisterhood members will receive an invitation to this event. The cost of attendance is determined by Donor Points earned.
- Sisterhood members will have the opportunity to bring Guests. A Guest Fee will be noted on the invitation, and will be set by the event chair. That fee should be at least the cost of Donor, and should cover the cost of the lunch and perhaps a portion of the program.

Speakers/Educational Programs held at the Temple:

- Open to all Temple Members, men and women. Should there be a fee, there would be a reduced fee for Sisterhood Members.

Other Sisterhood Sponsored Events:

- Events, like the Havdalah Dinner or Sisterhood Shabbat Dinner, where the fee would cover the cost of the meal, there should be a distinction between Sisterhood Members (and their Spouse/Guest) and Non-Sisterhood Members; with Non-Members (and their Spouse/Guest) paying a slight surcharge.
- Events where there is no cost, or where everyone pays their own way, like the monthly cultural excursions should be open to all women of the Temple. However, the chair for these activities should encourage repeat participants to join Sisterhood.

In an effort to encourage Temple women, especially those who participate in Sisterhood activities or volunteer on Sisterhood projects, to financially support the organization, the various Committee or Event Chairs should consider it part of their job description to approach these women and ask them to pay their dues. To this end it would be most useful for there to be an alphabetized membership list as early in the Fall as possible, and updated periodically so that it is available to all chair for reference.

Adopted: January 2009

Committee: Ellen Ash, Harriet Beckman,
Su Hale, Vicki Nelson

Amended: November 2013

SISTERHOOD POLICY REGARDING SNOW CANCELLATION

Women of Temple Rodef Shalom, a.k.a. TRS Sisterhood, has established the following policy with regard to cancellation of meetings for inclement weather:

- If Arlington County Public Schools are closed, a Board Meeting, or any other scheduled activity, will be cancelled.
- If Arlington County Public Schools have a two-hour delayed opening, a Board Meeting will **not** be cancelled, but will begin promptly at 11:00 AM. We will dispense with the scheduled “schmooze” time before the meeting. Any refreshments would be at the discretion of the assigned hostesses. However, if they will not be providing refreshments that morning they should notify the Hospitality Chair of their intent.
- Any WoTRS sponsored activity that is scheduled during a period of inclement weather will be handled in coordination with the Temple and notification will appear on the Temple website and on the Temple recorded message.
- If a Board Meeting is cancelled due to inclement weather, the co-Presidents will notify the Board by email the morning of the meeting.

Revised October 2015

WoTRS UNIONGRAM POLICY

Women of Temple Rodef Shalom makes an annual pledge to the Women of Reform Judaism YES Fund. To raise the money to fulfill that pledge, Uniongrams are purchased from WRJ and sold at a profit, and also purchased and sent on behalf of the Board. The remainder of the Uniongram pledge is subsidized by WoTRS fundraising.

Uniongrams will be sent as thank you notes to all individuals who give donations to Women of TRS.

Uniongrams will be sent in case of illness or death of current board members or their immediate families.

Uniongrams for anniversaries are not sent; individual action is considered more appropriate. WoTRS will recognize a **Golden Anniversary** in the Temple community by sending a Uniongram.

The **Uniongram Chairperson** will send Uniongram greetings on behalf of WoTRS to all students for both **Consecration** and **Confirmation**.

There may be other occasions when it would appropriate to send Uniongram greetings on behalf of WoTRS. Should such an occasion arise, the Presidents(s) may authorize the greeting, or it may be sent at the discretion of the Uniongram Chairperson if they are apprised of the occasion.

Revised September 2016