

PROJECT BEIT TEFILAH  
 PROPOSED ORGANIZATIONAL STRUCTURE  
 REV. 12/06/11

ENTITY	CHARGE (PRELIMINARY) <sup>1</sup>
<b>PROJECT BEIT TEFILAH COMMITTEE</b>	Oversee all aspects of the project (including financial) to ensure the highest quality, timely and successful completion using the best practices.
NEW BUILDING CAPITAL FUND CAMPAIGN	Develop effective campaign approach; raise necessary funds by engaging TBT membership in exciting voluntary building campaign to ensure our synagogue endures and flourishes.
<b>TEAMS</b>	
1. KESHER/INCLUSION TEAM	Ensure meaningful consideration of the special needs of persons with disability, illness, and frailty for all recommendations and decisions.
2. PRESERVATION TEAM	Explore and recommend options for preserving our history, memorials, honors, art and artifacts.
3. COMMUNICATIONS TEAM	(a) Provide timely and comprehensive project information and updates; (b) Seek meaningful input and participation; (c) Address questions and concerns - with respect to our members and community (as appropriate), through all effective means (e.g. e-mail, <i>Shofar</i> , focus groups, forums).
4. CURRENT BUILDING MAINTENANCE, REPAIR AND RENOVATION TEAM	Examine and prepare a report on recommended maintenance and repair needs and accessibility, environmental and cost-efficiency upgrades including the anticipated costs of the recommendations.
5. NEW BUILDING SITE SELECTION TEAM	Explore, report and recommend suitable potential sites for synagogue and clergy home relocation.

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<sup>1</sup> Recommendations will be subject to board and congregational approval as required and appropriate. Our goal will be to engage the entire congregation in *Project Beit Tefilah* through committees, teams, focus groups, updates and forums.

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6. NEW BUILDING DESIGN TEAM	Explore, develop and report on options and recommendations on: (a) space needs, (b) retaining architect and other professionals, (c) building contents, (d) design, (e) cost - working with the architect and other professionals and seeking meaningful input from the congregation.
7. NEW BUILDING DEDICATION POLICY TEAM	Recommend policy on dedications.
8. NEW BUILDING GRANT PROCUREMENT TEAM	Identify and apply for appropriate building construction grants (e.g. related to accessibility, environmental standards, synagogue mission)
9. NEW BUILDING COMMUNITY PARTNERS TEAM	Explore and report on potential community organization partnerships that would be beneficial to TBT and the community.
10. NEW BUILDING CONSTRUCTION AND SITE DEVELOPMENT MANAGEMENT TEAM	Oversee building construction and site development including quality adherence, timeliness and financial administration.
11. NEW BUILDING MOVING TEAM	Plan and oversee the move to the new building.
12. NEW BUILDING CELEBRATORY DEDICATION TEAM	Plan and implement celebratory dedication of new sacred space.