

Kahal B'Raira Long Range Planning Committee
Recommendations to Executive Committee
(from Meeting of 11/13/02)

The Kahal B'Raira Long Range Planning Committee's (KBLRPC) planning process brings forward the following recommendations and observations to KB's Executive Committee for further consideration and **action**. These recommendations are based upon those needs and desires most consistently agreed upon through the survey processes and the various group discussions held over the last year, and represent the consensus of those who attended the open KBLRPC meeting held on November 13th, 2002.

- 1) Regarding Administrative Support and Leadership,
 - a) KB should raise dues as necessary to invest in paid administrative facilitation and support in the following forms:
 - i) A paid KB Facilitator to provide coordination, communication and administrative facilitation;
 - ii) The outsourcing of discrete tasks that would be performed on a contract basis under the supervision of the KB Facilitator; and
 - iii) The inexpensive regular or ad-hoc "clerical" assistance (e.g. high school kids?) as well.
 - b) We agreed that wherever possible functions and tasks should continue to have volunteer oversight and control, and should continue to take advantage of - and support - the elemental volunteer character of our congregation. We agreed that these new administrative positions and investments should accomplish the following:
 - i) Avoid undermining or replacing the basic character of KB as a place built upon volunteerism, collaboration and diversity.
 - ii) Avoid putting any individual into a position of continuous, persistent leader or "boss".
 - iii) Provide, through the KB Facilitator, the capacity for key functions of coordination, communication and administrative facilitation. Key tasks and responsibilities identified include the following:
 - (1) Coordination of volunteer jobs and volunteerism (e.g. to ensure consistent participation and accountability), in partnership with a new Volunteer Committee to ensure broader and more consistent participation;
 - (2) Coordination of committees to ensure consistent work (e.g. to ensure consistent use of goals & objectives, provide training and ensure accountability);
 - (3) Identification of resources for programming from within the KB community and beyond (e.g. to support collective KB programs and individual needs for life cycle events - see recommendation 2 below).
 - iv) Provide, through the use of contract resources, specialized functions that take particular skills and time commitment beyond that routinely available from volunteers. To reiterate, volunteer oversight and actual task work would be retained in each of these cases, but a contract resource would help to achieve the level of quality and productivity the congregation requires, and keep the time commitment of these volunteer jobs in balance with other congregants. Examples identified include the following:
 - (1) Outreach/Publicity;
 - (2) Web site management;
 - (3) Billing/collections;
 - (4) Newsletter layout/production.
 - v) Provide, through the use of inexpensive regular or ad-hoc assistance (e.g. high school kids?) discrete, repetitive clerical tasks.

- 2) Regarding Humanistic Judaism/Content "Leadership", KB should utilize its volunteer and committee capacity, and the new KB Facilitator, to do the following:
 - a) Avoid putting a single person (and single theological approach) in the position of consistently speaking for or guiding the congregation in matters of humanistic Judaism and our program content. Rather, we should continue to reflect our strong collective KB culture of plurality, diversity and volunteerism in these matters.
 - b) Make better use of and leverage our Madrikhim and other resources in the congregation and beyond. We should identify, coordinate and, on a rotating basis, utilize these individuals as leaders of and/or resources to regular Sunday, holiday and other (i.e. beyond Sunday morning) KB services and activities.
 - c) Through the KB Facilitator (as the congregation's point person), maintain and make referrals to the resulting list of potential HJ leaders who would thus be available to congregation individuals and families on an independent, direct (and, where appropriate, fee-for-service) basis for performing life cycle services, pastoral counseling, etc.
- 3) Agreed that the Executive Committee should further consider the following questions about which we were not able to reach consensus:
 - a) Which other tasks are most appropriate for volunteers only, for volunteers and outsourced resources together, or for volunteers and the KB Facilitator together?
 - b) Do these recommendations sufficiently balance the volunteer load among the congregation? Recognizing that we cannot achieve absolute consistency and parity of effort, will we be able to now correct some of the extremes of inactivity and over-commitment from which we currently suffer?
 - c) How do we more effectively make KB a visible member of the Boston Jewish Community, so that those who would want to find us do so, while respecting the desire of many congregants to avoid a single "face" representing us?