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MS-831: Jack, Joseph and Morton Mandel Foundation Records, 1980–2008.

Series C: Council for Initiatives in Jewish Education (CIJE). 1988–2003.

Subseries 1: Meetings, 1990–1998.

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Steering committee. Planning notes and correspondence,
December 1992-December 1993.

For more information on this collection, please see the finding aid on the
American Jewish Archives website.

COUNCIL FOR INITIATIVES IN JEWISH EDUCATION

Mailing address: 163 Third Avenue #128
Phone: (212) 532-1961

New York, NY 10003
FAX: (212) 213-4078

MEMORANDUM

TO: Mort Mandel
DATE: December 3, 1992
FROM: Art Rotman
SUBJECT: Professional Steering Committee

1. ATTENDANCE

This group of pros that got together before the last Board meeting was comprised of:

Shulamith Elster
Seymour Fox
Ellen Goldring
Sol Greenfield
Annette Hochstein
Steve Hoffman
Barry Holtz
Stanley Horowitz

Marty Kraar
Ginny Levi
Art Naparstek
Art Rotman
Jo Ann Schaffer
Jack Ukeles
Jon Woocher
Hank Zucker

All of the above attended the Board meeting as well.

You and I have discussed the advisability of trimming the number of pros at the Board meeting. Sixteen pros as compared to 18 members of the Board is a rather disproportionate number. I suggest that we adopt a practice which we found useful at JCCA, namely, that only a handful of the pros involved in the planning of the Board meeting actually go to the meeting itself.

I would suggest that the Steering Committee comprise the same group as we have traditionally used:

Shulamith Elster
Seymour Fox
Ellen Goldring
Sol Greenfield
Annette Hochstein
Steve Hoffman
Barry Holtz
~~Stanely Horowitz~~

Marty Kraar
Ginny Levi
Art Naparstek
Art Rotman
~~Jo Ann Schaffer~~
Jack Ukeles
Jon Woocher
~~Hank Zucker~~

with the addition of Lenny Rubin.

*Noted in
24-25th*

At the meeting itself, I suggest that we limit the attendance of pros to all of the above with the exception of:

Ellen Goldring
~~Sol Greenfield~~
Barry Holtz
~~Stanley Horowitz~~

~~Lenny Rubin~~
~~Jack Ukeles~~
~~Hank Zucker~~

Attending the Board meeting will be:

Shulamith Elster
Seymour Fox
Annette Hochstein
Steve Hoffman
Marty Kraar

Ginny Levi
Art Naparstek
Art Rotman
Jo Ann Schaffer
Jon Woocher

2. MEETING AGENDA

I am sure there will be some subjects that are not put on the Board agenda, but which would be suitable for discussion with the Steering Committee. The "rehearsal" will probably not take all of the time we have allotted, but we should schedule part of the time for such a discussion.

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Mailing address: 163 Third Avenue #128
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MEMORANDUM

DATE: January 7, 1993

TO: Shulamith Elster
Seymour Fox
Ellen Goldring
Sol Greenfield
Annette Hochstein
Steve Hoffman
Barry Holtz

Marty Kraar
Ginny Levi
Art Naparstek
Jack Ukeles
Jon Woocher

FROM: Art Rotman

SUBJECT: Professional Steering Committee
Meeting

As usual we will have our "rehearsal" in advance of the CIJE Board meeting on February 25.

Please plan to meet in the JCC Association Conference Room on Wednesday, February 24. No time has been set but hold 11:00 a.m. to 5:00 p.m.

Bcc: MLM

COUNCIL FOR INITIATIVES IN JEWISH EDUCATION

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MEMORANDUM

TO: Shulamith Elster
Seymour Fox
Annette Hochstein
Steve Hoffman
Art Naparstek
Jon Woocher

DATE: January 8, 1993

FROM: Art Rotman

SUBJECT: February 25th Meetings

Agendas are attached for the three meetings we will have on February 25th.

Please let me have your suggestions for additions and/or changes.

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Mailing Address: 163 Third Avenue #128
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TELEFAX

To: Art Naparstek

Date: January 11, 1993

From: Arthur Rotman

FAX #: (216) 368-2106

Number of pages (including this sheet) 1

MESSAGE:

Re February 25 Board meeting:

I hope that you were successful in changing your commitments so that you could be free for the Board meeting on February 25. Yes, we will be discussing funding; yes, Mort and I both feel that you are the only one who could speak to the funding plans that are now under way.

Best and warmest regards.

COUNCIL FOR INITIATIVES IN JEWISH EDUCATION

Mailing address: 163 Third Avenue #128
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New York, NY 10003
FAX: (212) 213-4078

MEMORANDUM

TO:

mandel
S. Elster
S. Fox
E. Goldring
A. Hochstein
S. Hoffman
B. Holtz
M. Kraar
G. Levi
A. Naparstek
J. Ukeles
J. Woocher

DATE:

January 13, 1993

FROM:

zucker
Art Rotman

SUBJECT:

February Meetings

Below is a schedule of meetings all of which we hope you will be able to attend:

Wednesday, February 24

11:00 a.m.-3:00 p.m.

Professional Steering Committee
JCC Association, Conference Room
15 East 26th Street, 14th floor

Thursday, February 25

12:00 p.m.-2:00 p.m.

Annual Meeting (including lunch)
JESNA, Conference Room
730 Broadway

2:00 p.m.-3:30 p.m.

Board Meeting
JESNA, Conference Room

3:30 p.m.-5:00 p.m.

Debriefing - Steering Committee

Friday, February 26

8:30 a.m.-11:00 a.m.

Meeting on Lead Communities Project
JCC Association, Conference Room

TO: Mike O'Brien
NAME
DEPARTMENT/LOCATION

FROM: Ginny Levi
NAME
DEPARTMENT/LOCATION

DATE: 11/30/93
REPLYING TO
YOUR MEMO OF: _____

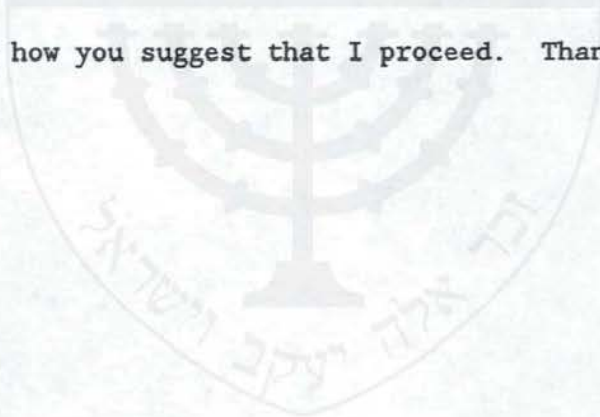
SUBJECT: Holiday Inn Meetings

I am writing to request your assistance in arranging for foundation meetings at the Holiday Inn-Lakeside. Details remain indefinite, but it appears that we will need a room in which to hold a dinner for 6-7 people on Mon., Jan. 3, at about 6 pm. The last time I arranged this sort of meeting, they allowed us to select from three menu choices. We would like the same options. In the same room, we need a meeting table for that same group, along with a flip chart and markers.

We may wish to continue on Tues., Jan. 4, with a meeting for 12 people, from 9:30 am to 5:00 pm. We would want to serve lunch, either at a second table in the same room or in an adjoining room, depending on space and logistics.

Please let me know how you suggest that I proceed. Thanks.

AMERICAN JEWISH



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faxed 11/30/93

COUNCIL FOR INITIATIVES IN JEWISH EDUCATION

TO: John Colman

FROM: Ginny Levi

DATE: 11/30/93

SUBJECT: January 4 Steering Committee Meeting

While plans for the January 4 meeting of the CIJE Steering Committee remain somewhat fluid, we are currently scheduling the meeting to begin at 9:30 am and conclude by 5:00 pm. I'll send you details as soon as I have them.



I will not be available. I ~~return to~~ will be back at the office on 1/5
~~Cleveland on Jan. 5~~

TO: Henry L. Zucker
NAME
DEPARTMENT/LOCATION

FROM: Virginia F. Levi
NAME
DEPARTMENT/LOCATION

DATE: 12/2/93
REPLYING TO
YOUR MEMO OF: _____

SUBJECT:

This is to remind you that there is a meeting of the CIJE Steering Committee scheduled for Tuesday, January 4. While exact times are not yet set, we are currently estimating that it will begin at 9:30 a.m. and conclude at 5:00 p.m.

I know that you are planning to return to Cleveland from Florida on that date. Is it possible that you will be available for any portion of the meeting?



INTERNET OFFICE CORRESPONDENCE

DEC 7 1993

Esther Leah Ritz
~~929 North Astor Place~~
Milwaukee, Wisconsin 53202
626 E. Kilbuck Ave
2301

Dear Ginny:

12/1/93

I decided to mail you a
copy of my flight schedule
instead of FAXing it since
January 4 is not tomorrow!

I look forward to seeing
you.

Cordially
Esther Ritz

Subject: Travel plans
Date: 16-Dec-93 at 16:42
From: barry holtz, 73321,1221

To: Virginia Levi,73321,1223

Hi Ginny,

Here is my story on travel plans: On January 4th I am on Cont. flight 1067, leaves La Guardia at 6:59 arrives Cleveland at 8:35. I am returning on flight 604, leaving Cleveland at 6:40 PM Jan 4th.

barry



12/20/93

Participants at CIJE Steering Committee meeting at Jewish Community Federation
January 4, 1994

Sandee Brawarsky

John Colman

Gail Dorph

Adam Gamoran

Stephen H. Hoffman

Alan D. Hoffmann

Barry Holtz

Virginia F. Levi

Morton L. Mandel

Daniel Pekarsky

Chuck Ratner

Esther Leah Ritz

Richard A. Shatten

