

**B'nai Israel Congregation Records, 1905-2001 [Bulk 1950-1985]**

**Creator: B'nai Israel Congregation**

**Catalog Designation: MSS # 470**

**Rauh Jewish Archives**

**Library and Archives Division**

**Senator John Heinz History Center**

**1212 Smallman Street**

**Pittsburgh, PA 15222**

**Language of Materials: English**

**Extent: 40.25 linear feet (51 boxes; 13 shelf volumes)**

Abstract

B'nai Israel Congregation in Pittsburgh's East End was chartered in 1911. After outgrowing various rented facilities in the early 1920's, the congregation built a sanctuary at 327 Negley Avenue. Growth of the congregation continued until it peaked in the 1950's and then began to decline in the 1970's, as the Jewish population moved into and then from the area. In the 1990s, the congregation merged with Beth Jacob of New Kensington to found Adat Shalom Congregation in Fox Chapel. B'nai Israel formally closed on June 30, 1995. The B'nai Israel Congregation records relate to the many aspects of congregational activities including those of administration, board, cemetery, education, ritual, as well as the Men's Club and the Sisterhood. The materials include accounting materials, correspondence, burial permits, invitations and fliers, minutes, correspondence, religious school records, scrapbooks, circumcision and bar and bat mitzvah records.

Historical Sketch

As the Jewish people moved into the neighborhoods of Stanton Heights, Highland Park, and East Liberty in the East End area of Pittsburgh, groups began holding Sabbath services in homes. In 1911, one group was chartered as B'nai Israel Congregation.

As membership increased, the congregation rented various facilities. In 1920, the congregation moved into a mansion on Highland Avenue, which held the offices, library, classrooms and meeting rooms. Sabbath services were held at a building on Collins Avenue, and larger events such as High Holiday services and weddings were held in the Pershing Theatre or in the Rittenhouse Ballroom on Highland Avenue. Throughout this early period, members of the congregation raised funds to acquire a permanent building.

In 1920, the congregation purchased land with two existing structures at 327 Negley Avenue. In 1922, ground was broken for the construction of the sanctuary. The building was designed by Henry Hornbostel, Alexander Sharove, and Philip Friedman in a Byzantine style. Prior to construction, the congregation used the two existing buildings on this land as gathering places and offices. A building called 'the barn' was used as a social hall, and a building behind the main sanctuary referred to as 'the mansion' housed

a chapel, offices and classrooms. Although the construction was not yet complete, the sanctuary was first used for High Holiday services in 1924.

Initially, members followed Orthodox customs. Rabbi Benjamin Lichter was hired as the congregation's rabbi in 1920. Under his leadership the congregation affiliated with the Conservative movement. In 1922, the congregation joined the United Synagogue of America. Preferring to follow Orthodox traditions, some members withdrew from B'nai Israel and established Adath Jeshurun in the same neighborhood.

During the 1930s and 1940s, the congregation was affected by the scarcity of resources caused by the Great Depression and World War II. After the war ended, the neighborhoods in the East End area of Pittsburgh experienced a population boom. The resulting increase in membership enabled the congregation to build an attached community center, which was dedicated in 1953. The new center housed classrooms, a chapel, offices and a new social hall.

The congregation's growth in membership peaked in the early 1950s. By the 1970s growth in membership had all but ceased. Other than the installation of stained glass windows designed by Jean Jacques Duval in 1964, the congregation did not undertake any large construction or improvement projects.

In the 1990s, the opportunity arose to merge with another congregation, Beth Jacob of New Kensington, Pennsylvania, to found Adat Shalom Congregation in Fox Chapel, Pennsylvania. On the weekend of June 30, 1995, the B'nai Israel congregation held a formal closing ceremony at the synagogue.

Five rabbis had served the congregation: Rabbi Benjamin Lichter, Rabbi Seymour Cohen, Rabbi Mordecai Chertoff, Rabbi Jack Shechter, and Rabbi Richard Marcovitz. Rabbi Lichter was hired as head rabbi in 1920, and, in 1956, he was elected to the position of Rabbi Emeritus. He served until his sudden death in 1963. In 1956, Rabbi Cohen was installed as head rabbi, a position he held until 1961. Rabbi Chertoff replaced Rabbi Cohen and remained with the congregation until 1966. Rabbi Shechter was installed in 1967 and remained with the congregation until 1976. Rabbi Marcovitz was hired by the congregation in 1976 and remained until 1996.

Two cantors served the congregation: Julius Bloom and Mordecai Heiser. Hazan Bloom was hired by the congregation in 1924 and served until his death in 1942. Cantor Heiser was hired in 1942 and served until his death in 1989.

### *Sisterhood*

On August 19, 1912, the Ladies Auxiliary of B'nai Israel of East Liberty held their first meeting. Among the organization's first tasks were to make purchases that contributed to the beauty of the rented space. The Ladies Auxiliary formed and ran Sunday and Hebrew school programs, both of which served the East End Jewish community. In 1920, the name was changed from the Ladies Auxiliary to the B'nai Israel Sisterhood, and the group became affiliated with the Women's League of Conservative Judaism.

The women of the Sisterhood were instrumental in raising funds for the congregation's original building fund. After the synagogue building was erected at the Negley Street address, the Holy Ark was donated by the Sisterhood and was dedicated in its honor.

The women of the Sisterhood were involved in community organizations and activities. The B'nai Israel Sisterhood advocated for the development of kosher catering services in the city. The Sisterhood ran an adult education program and managed a gift shop, the proceeds of which were used to fund youth activities and scholarships.

The Sisterhood was a member of the National Women's League of the United Synagogue of America, which later became the Women's League for Conservative Judaism. Members of the Sisterhood served as officers and committee members for this organization.

#### *Education and Youth*

The Sisterhood began a Sunday school on September 22, 1920, with 53 students attending the first class. As the congregation grew along with the various East End neighborhoods' Jewish community, more classes were added and the curriculum was expanded. A Hebrew school was formed, and a nursery school began to provide Jewish education for younger children. The education programs were open to the community at large and were not limited to the children of affiliated parents. In the 1980s, the title "The Jewish Learning Center" began to be used as an umbrella term for the educational programs.

In the late 1960s, with the encouragement of Rabbi Jack Schechter, the congregation began a United Synagogue Youth program. United Synagogue Youth is an organization affiliated with the Conservative movement's United Synagogue of America. The youth of B'nai Israel organized events both within their synagogue, and in collaboration with other Pittsburgh chapters. They also participated in regional and national events such as conferences, leadership trainings, and camp.

#### *The Men's Club*

With male and female members, the Latovah Society formed in 1916 as a social and charitable organization. In 1929, male members of the Latovah society founded a Men's Club. The Men's Club was a member of the National Federation of Jewish Men's Clubs.

The Men's Club organized educational and social events. Throughout the club's existence, adult and youth education was a priority. Members organized a Sunday minyan club, which consisted of a weekly breakfast, a religious service and a discussion of Jewish affairs for boys of bar mitzvah age. The Men's Club also established a Scouting program in 1925 by organizing a Cub Pack and a Boy Scout Troop. As part of the adult education program, the men organized such events as a monthly discussion luncheon and weekly breakfast meetings.

Members of the Men's Club were active in raising funds for each of the building projects and for furnishing the congregation's community center.

#### *Cemetery*

The cemetery was founded in 1921 in Penn Township. It was administered through its own volunteer led board. The chapel was built on the property through a contribution made by J.A. Williams in his parents' memory.

#### *Young People's Division*

The Young People's division was begun in the early 1950s for members aged 21 to 33 years. It was developed to serve the younger families moving into the East End neighborhoods and to encourage and support Jewish practice. This division offered a reduced membership fee and organized social events. All of the officer positions were held by couples.

#### Scope and content

The records are composed of 40.25 linear feet and are housed in 51 boxes. The papers are arranged into eight series, and sub-series were created for two of these series. Series have been designated for management, board, bulletins, cemetery, education and youth, the Men's Club, and the Sisterhood. The materials include accounting materials, such as receipts and invoices, and ledgers; burial permits, invitations and fliers, minutes, correspondence, school curriculum, scrapbooks, circumcision and bar and bas mitzvah records.

#### **Series I: Management**

The documents pertaining to the maintenance and functioning of the congregation are in this series. This series has been divided into two sub-series: administration and accounting. For each sub-series, the materials have been arranged alphabetically into subject categories. Within the alphabetized categories, the folders are arranged chronologically.

#### **Series I: Management**

##### **Sub-series I: Administration (1905-2001, bulk 1953-1986)**

The administration sub-series consists of thirteen boxes, five shelf volumes. The sub-series includes correspondence, applications, ledgers, press releases, invitations and fliers, seating arrangements, and a scrapbook of clippings.

The alumni association category includes information about events, a newsletter, and press clippings. These materials were originally in a scrapbook format.

The building category includes materials related to the administration and planning for various building projects, as well as descriptions of the architectural elements, and the administration of the building fund.

The committees category includes meeting announcements, correspondence, and membership lists from the various committees within the congregation.

The community affiliations category consists primarily of correspondence between the congregation and both local and national organizations.

The correspondence category is divided: general, the clergy, and condolences.

The adult education category includes brochures, correspondence, and materials related to the planning of events and classes.

The employee category includes applications, contracts, and hiring records.

The library category includes correspondence. While most letters refer to donations made by congregants, some correspondence refers to library maintenance and events.

The life-cycle events category is further sub-divided into categories for baby naming, circumcision, conversions, obituaries, weddings and yahrzeits, and yizkor. The materials include ledgers, correspondence, wedding applications, obituaries, and published materials. The baby naming and the circumcision records are arranged alphabetically by last name. The wedding records include applications and correspondence and are arranged in ascending chronological order by year. The congregation created several ledger systems for organizing yahrzeit contact information. The original organizational system has been maintained. The ledgers are variously arranged in an alphabetized listing by last name of the deceased, by week, by death date, by contact person and by Hebrew month. The yahrzeit category also includes correspondence with congregants. The yizkor books are arranged chronologically by year.

The membership category includes correspondence, applications, and cancellations, completed census questionnaires, and general information about membership.

The memorial plaques category includes a ledger, correspondence, and locations of names on plaques, as well as plate orders. This section has information concerning dates of death.

The publicity and press releases category includes all of the correspondence and press releases created by the congregation. This includes notices for events, classes, weddings, and bar and bat mitzvahs.

The resolution category includes resolutions that were created by the congregation to mark the death of members.

The scrapbook category contains a scrapbook of news clippings.

The services category contains general information, prayers, and planning for various holidays and special Sabbath services.

The special events category includes fliers, seating charts, reservations, correspondence, tribute books and invitations for occasions sponsored by the congregation. This category includes materials marking the anniversaries of the congregation as well the special occasions of members of the clergy, and congregants. There is material dating from the opening celebration of the community center. It also includes the speeches given at the synagogue's closing weekend.

The materials in the young adult division category pertain to managing this group and include correspondence, event fliers, calendars, and their newsletter.

### **Series I: Management**

#### **Sub-series II: Accounting (1918-1990, bulk 1955-1980)**

The accounting sub-series consists of 12 linear feet of materials and is housed in 12 boxes. The materials are divided between income and expenses and are arranged first alphabetically by subject, and then within each subject by ascending chronological order. This series is comprised of ledgers, invoices, payment receipts, budgets and financial statements.

### **Series II: Board of Directors (1919-1999)**

This series consists of two linear feet and contains correspondence, board and executive board agendas and minutes; by-laws, constitutions and the annual reports and minutes of the congregational annual meetings. The bulk of the materials consists of the minutes for meetings of the board and executive board.

### **Series III: Bulletins (1968-1995)**

This series consists of one half linear foot. The bulletins were produced by the congregation for use at services. This series is arranged in ascending chronological order.

### **Series IV: Cemetery (1921-1989)**

The cemetery series consists of three linear feet and is housed in six boxes, and two shelf volumes. It is divided into two main categories: maintenance and plot owners.

The maintenance category contains materials related to the oversight of the cemetery. The materials include financial documents, correspondence and employee information. Although a committee oversaw the cemetery, there are no materials present in the collection created by the committee.

The plot owners category consists of materials related to the cemetery's administrative interactions with and on the behalf of the owners of individual plots. The materials include burial permits, grave maintenance, account payments, and sales, as well as invoices for individual monuments, perpetual care and for burial vaults. There are several ledgers documenting the location and ownership of plots.

### **Series V: Education and Youth (1929-1994, bulk 1950-1980)**

The education and youth series consists of five linear feet and is contained in 14 boxes. This series is arranged into four sub-series: life cycle events, education, United Synagogue Youth and youth department. The materials are arranged alphabetically by subject and within that arrangement, are arranged in ascending chronological order. With the exception of the United Synagogue Youth sub-series, there are no financial materials included in this series. The financial materials for the life cycle events, and the Jewish Learning Center are organized with the congregational accounting materials.

**Series V: Education and youth**

**Sub-series I: Life Cycle Events**

The life cycle events sub-series consists of materials regarding bar and bat mitzvahs, and confirmation. The materials for bar and bat mitzvahs were divided into separate categories, however the category begins with general undated information such as prayers, addresses and procedures relating to both bar and bat mitzvahs. The bar mitzvah materials include notices for Torah honors, prayers, and preparation schedules. The bat mitzvah materials include prayers and preparation schedules. The confirmation category includes lists of confirmands, general information, and the programs for the confirmation service.

**Series V: Education and youth**

**Sub-series II: Education**

The education sub-series includes all materials related to the congregation's religious schools: Hebrew, nursery, and Sunday schools. The sub-series includes materials created for general administration, and by the faculty. The materials that date from the period of the Jewish Learning Center are enrollment lists and general activities.

**Series V: Education and youth**

**Sub-series III: United Synagogue Youth (1963-1987)**

The United Synagogue Youth sub-series consists of one linear foot. The materials consist of activity fliers, meeting minutes, publications, and conference planning. The materials relate to activities within the congregation's chapter, with other U.S.Y groups in Pittsburgh and the central region, as well as events planned by the national office. The materials include information about activities and conventions, chapter meeting minutes, and publications.

**Series V: Education and youth**

**Sub-series IV: Youth**

The Youth sub-series is one quarter of a linear foot and consists of general activity information as well as materials related to external affiliations.

**Series VI: Men's Club (1953-1989, bulk 1953-1969)**

The Men's Club series consists of one linear foot and is divided into two main categories: administration and special events. The administration category includes financial statements, correspondence, membership and officer lists. The special events category includes programs, fliers, announcements, and event expenses.

**Series VII: Sisterhood (1912-1994, bulk 1942-1979)**

The Sisterhood series consists of two and one half linear feet and is divided into four categories: administration, events, board, executive board and membership meetings; and National Women's League of the United Synagogue of America.

The administration category includes financial documents, correspondence, membership and officer lists. Consisting primarily of financial materials, this category contains the materials related to the club's management and financial oversight.

The events category includes invitations, programs and announcements, commemorative anniversary booklets, and curriculum for the Women's Institute of Adult Jewish Studies. The materials primarily consist of event announcements.

The meetings category includes board, executive board and general club meeting minutes; agendas, club by-laws, officer lists and attendance, and reports to the membership and to the congregation. The minutes are of the board and executive board meetings.

The National Women's League category consists of one half linear foot of materials. This category includes clippings, directories, chapter and regional branch minutes, proclamations, and a scrapbook.

Provenance: The records were received in five accessions.

Accession # 2007.0164 was received on July 26, 2007. Gift of Congregation B'nai Israel.

Accession # 2006.0035 was received on March 13, 2006. Gift of Adat Shalom/B'nai Israel, Beth Jacob.

Accession # 2004.0062 was received on March 29, 2004. Gift of Patricia Love Anouchi.

Accession # 1998.0120 was received on June 24, 1998. Gift of Congregation B'nai Israel.

Accession # 1993.0121 was received on March 21, 1993. Gift of Rabbi Richard Marcovitz. It was formerly MFF #171.

Preferred Citation: B'nai Israel Congregation Records, 1905-2001, MSS#470, Rauh Jewish Archives, Library and Archives Division, Senator John Heinz History Center

Restrictions: None.

Separations:

One and three-quarter linear feet of photographs has been separately arranged and described as MSP# 470.



Two linear feet of oversized records have been separately arranged and described as MSO # 470.

Papers created by Meyer Levine have been separately arranged and described as MSS #478.

The following artifacts were transferred to the museum division:

- One off-white choir robe with velvet collar

- One decorated tallith

- One black cantor's robe with velvet trim

All three artifacts were the gift of Linda Levine, July 10, 1998

The following were transferred to the serial collection of the library:

Adath Jeshurun Congregation, *Adath Jeshurun News*, 1966-1973

Beth El Congregation, *Kol*, 1966-1973

B'nai Emunoh Congregation, *Faith, Monthly bulletin of Sisterhood/Men's Club*  
– 1966-1970

B'nai Israel Congregation, *B'nai Israel Bulletin*, 1956-1996

B'nai Israel Congregation. *B'nai Israel Bulletin*, 1957

B'nai Israel Congregation. *B'nai Israel Bulletin*: New Years: 1956-1957

B'nai Israel Congregation. *B'nai Israel Bulletin*: New Years: 1959-1960

B'nai Israel Congregation. *B'nai Israel-Light*, April-May, 1981

B'nai Israel Congregation. *B'nai Israel-Light*, May-June, 1981

B'nai Israel Congregation. *B'nai Israel-Light*, September, 1981

B'nai Israel Congregation, *B'nai Israel Bulletin High Holy Days*, 1973-1995

Beth Shalom Congregation, *Beth Shalom Congregation Bulletin*, 1966-1972

Parkway Jewish Center, *Centerama*, 1967

*Pittsburgh Peace and Freedom News*, 1967-1968

Rodef Shalom Congregation, *The Temple Bulletin*, 1967-1973

Shaare Torah Congregation, *Shaare Torah Bulletin*, 1966-1973

Temple Emanuel of the South Hills, *Bulletin*, 1967, 1969

Tree of Life Congregation, *The Tree of Life Messenger*, 1967-1973

Zionist Organization of America, *The Pittsburgh Zionist*, 1968

The following published books and booklets were transferred to the library:

B'nai Israel Congregation, *Golden Anniversary Book*, 1954.

B'nai Israel Congregation, *Rabbi Benjamin A. Lichter Silver Anniversary*, 1935.

B'nai Israel Congregation, *Silver Anniversary Book*, 1929.

B'nai Israel Congregation, *Seventy-Fifth Anniversary Book*, 1979.

Greenberg, Simon, *The Jewish Prayer Book: Its Ideals and Values*, New York, NY: National Academy for Adult Jewish Studies, The United Synagogue of America, c1957.

Jacobs, Joseph and David M. Hausdorff, *Customs and Traditions of Israel*, New York, NY: General Foods Corporation, 1934.

*The Pittsburgh Jewish Community Book*, Pittsburgh, PA, 1921.

*The Pittsburgh Jewish Community Book*, Pittsburgh, PA, 1924.

Poale Zedeck Congregation, *85<sup>th</sup> Anniversary Book*, 1966.

Schenley High School, *The Schenley Journal*, Schenley High School: Pittsburgh, PA, 1919.

*Installation Service for Doctor Walter Jacob*, November 6, 1966

Processor: The records have been arranged and described by Jennifer Bator, December 2007, with generous support provided by the Simon Hafner Charitable Foundation. Revisions to the collection were completed by Theresa E. Rea with generous support from the PNC Charitable Trusts – J. Samuel and Rose Y. Cox Foundation and the Giant Eagle Foundation on April 16, 2010.

Related collections:

The Lawrence Reznick papers, MSS # 477.

The Rosella Skirboll Linder Papers, MFF # 371.

Container List

**Series I: Management**

**Sub-Series I: Administration**

|       |           |                                   |                  |
|-------|-----------|-----------------------------------|------------------|
|       |           | Alumni Association                |                  |
| Box 1 | Folder 1  | Events                            | 1938-1940        |
|       | Folder 2  | Member profiles                   | 1938-1940        |
|       | Folder 3  | Newsletter                        | 1938-1940        |
|       | Folder 4  | Press clippings                   | 1938-1940        |
|       |           | Building                          |                  |
|       | Folder 5  | Architectural elements            | 1930-1951, nd    |
|       | Folder 6  | Building fund                     | 1967, 1973-1975  |
|       |           | Community Center                  |                  |
|       | Folder 7  | Project                           | 1948-1956        |
|       | Folder 8  | Specifications                    | 1948             |
|       | Folder 9  | Stained Glass Windows             | 1962-1965, 1971  |
|       |           | Committees                        |                  |
|       | Folder 10 | 1952, 1959-1960                   |                  |
|       | Folder 11 | 1961                              |                  |
|       | Folder 12 | 1962                              |                  |
|       | Folder 13 | 1963-1967                         |                  |
|       | Folder 14 | 1968-1969                         |                  |
|       | Folder 15 | 1970-1971                         |                  |
|       | Folder 16 | 1972-1973                         |                  |
|       | Folder 17 | 1974-1977                         |                  |
|       | Folder 18 | Seventy-fifth Anniversary         | 1978-1979        |
|       |           | Community affiliations            |                  |
|       | Folder 19 | 1955-1956, 1960                   |                  |
|       | Folder 20 | 1961                              |                  |
| Box 2 | Folder 1  | 1962                              |                  |
|       | Folder 2  | 1963-1968                         |                  |
|       | Folder 3  | 1969-1973                         |                  |
|       | Folder 4  | 1975                              |                  |
|       | Folder 5  | 1976-1977                         |                  |
|       | Folder 6  | 1980-1990                         |                  |
|       | Folder 7  | United Jewish Federation calendar | 1964-1967        |
|       | Folder 8  | Congregational history            | 1950, 1993, 1995 |
|       |           | Correspondence                    |                  |
|       |           | General                           |                  |
|       | Folder 9  | 1942-1968                         |                  |
|       | Folder 10 | 1969-1972, 1974-1975              |                  |
|       |           | Clergy                            |                  |
|       | Folder 11 | 1942, 1952, 1960-1961             |                  |
|       | Folder 12 | 1962                              |                  |
|       | Folder 13 | 1963                              |                  |
|       | Folder 14 | 1964-1976                         |                  |

|       |           |   |                 |
|-------|-----------|---|-----------------|
|       | Folder 15 | Rabbi Lichter's 50 <sup>th</sup> Anniversary          | 1960            |
|       | Folder 16 | Rabbi Stein's admittance into the country             | 1928            |
|       |           | Condolences   |                 |
| Box 3 | Folder 1  | 1960-1961   |                 |
|       | Folder 2  | 1962-1963   |                 |
|       | Folder 3  | 1966-1968   |                 |
|       | Folder 4  | 1969-1970   |                 |
|       | Folder 5  | 1971-1973   |                 |
|       | Folder 6  | 1975-1978   |                 |
|       | Folder 7  | Seventy-fifth Anniversary                             | 1979            |
|       |           | Adult education                                       |                 |
|       |           | "At Home" institute                                   |                 |
|       | Folder 8  | 1959-1961   |                 |
|       | Folder 9  | 1962-1963   |                 |
|       |           | Institute of Adult Jewish Studies                     |                 |
|       | Folder 10 | 1960-1963   |                 |
|       | Folder 11 | 1966-1968   |                 |
|       | Folder 12 | 1969-1978, 1988                                       |                 |
|       | Folder 13 | Joint Institute of Adult Studies                      | 1965-1967       |
|       |           | Employees   |                 |
|       | Folder 14 | General   | 1952-1977       |
|       | Folder 15 | Applications  | 1968, 1976-1978 |
|       |           | Choir contracts                                       |                 |
|       | Folder 16 | 1960-1963   |                 |
|       | Folder 17 | 1966-1970, 1975-1977                                  |                 |
|       |           | Clergy  |                 |
| Box 4 | Folder 1  | Cantor contract                                       | 1940            |
|       | Folder 2  | Rabbis - Guest  | 1961            |
|       | Folder 3  | Rabbis – Rabbi Lichter's contract                     | 1951            |
|       | Folder 4  | Rabbis - search                                       | 1966            |
|       |           | Teacher's contracts                                   |                 |
|       | Folder 5  | 1960-1962, 1970                                       |                 |
|       |           | Library   |                 |
|       | Folder 6  | 1960-1962, 1966-1971                                  |                 |
|       |           | Life cycle events                                     |                 |
|       | Folder 7  | "Book of Life: a directory of Hebrew names and dates" | 1958            |
|       |           | Baby naming   |                 |
|       | Folder 8  | A – G   | 1950-1988       |
|       | Folder 9  | H – P   | 1950-1988       |
|       | Folder 10 | R – Z   | 1950-1988       |
|       | Folder 11 | 1963-1969   |                 |
|       |           | Circumcision records                                  |                 |
|       | Folder 12 | A – I   | 1948-1981       |
|       | Folder 13 | J – R   | 1948-1981       |

|        |           |                                     |                 |
|--------|-----------|-------------------------------------|-----------------|
|        | Folder 14 | S – Z                               | 1948-1981       |
| Shelf  | volume 1  | Ledger                              | 1905-1942       |
|        | Folder 15 | Conversions                         | 1954, 1955      |
|        |           | Obituaries                          |                 |
|        | Folder 16 | 1960                                |                 |
|        |           | Weddings                            |                 |
|        | Folder 17 | 1960-1961                           |                 |
|        | Folder 18 | 1962, 1964                          |                 |
|        | Folder 19 | 1965-1966                           |                 |
|        | Folder 20 | 1967                                |                 |
|        | Folder 21 | 1968                                |                 |
|        | Folder 22 | 1969                                |                 |
| Box 5  | Folder 1  | 1970                                |                 |
|        | Folder 2  | 1971                                |                 |
|        | Folder 3  | 1972-1976, 1990                     |                 |
|        |           | Yahrzeits                           |                 |
|        | Folder 4  | 1962, 1967, 1981, 1982, nd          |                 |
|        | Folder 5  | List of names by week               | c1950           |
|        | Folder 6  | List by alphabetical last<br>name   | 1963            |
| Box 5A |           | By contact person                   | 1918 - 1970     |
| Box 5B |           | A – K                               | c1918-1983      |
| Box 5C |           | L – Z                               | c1918-1983      |
|        |           | Ledger                              |                 |
|        | Folder 7  | Kislev to Tishri                    | 1959            |
|        | Folder 8  | Elul to Nissan                      | 1959            |
|        | Folder 9  | 1959                                |                 |
|        | Folder 10 | Yizkor books                        | 1951-1963, 1965 |
|        |           | Membership                          |                 |
|        |           | Applications – Senior congregation  |                 |
|        | Folder 11 | 1955, 1960-1961                     |                 |
|        | Folder 12 | 1962-1965                           |                 |
|        | Folder 13 | 1966-1967                           |                 |
|        | Folder 14 | 1968-1969                           |                 |
|        | Folder 15 | 1970-1977                           |                 |
| Box 6  |           | Applications – Young adult division |                 |
|        | Folder 1  | 1960-1966                           |                 |
|        | Folder 2  | Folder 1 of 2                       | 1967            |
|        | Folder 3  | Folder 2 of 2                       | 1967            |
|        | Folder 4  | 1968                                |                 |
|        | Folder 5  | 1969                                |                 |
|        | Folder 6  | 1970                                |                 |
|        | Folder 7  | 1972-1975                           |                 |
|        | Folder 8  | 1976-1977, 1984-1985                |                 |
|        |           | Cancellations                       |                 |
|        | Folder 9  | 1966-1967                           |                 |

|       |           |                                  |                                |
|-------|-----------|----------------------------------|--------------------------------|
|       | Folder 10 | 1968                             |                                |
|       | Folder 11 | 1969                             |                                |
|       | Folder 12 | 1970                             |                                |
|       | Folder 13 | 1971                             |                                |
|       | Folder 14 | 1975                             |                                |
|       | Folder 15 | 1976-1977                        |                                |
|       |           | Census                           |                                |
|       | Folder 16 | 1969                             |                                |
| Box 7 | Folder 1  | 1970-1972, 1985, 1987            |                                |
|       | Folder 2  | Certificate of seat ownership    | 1926-1928                      |
| Shelf | volume 2  | Ledger                           | 1926-1929                      |
|       | Folder 3  | General information              | 1961, 1969, 1971<br>1975, 1989 |
|       | Folder 4  | Lists                            | 1973-1989                      |
|       |           | Prospective members              |                                |
|       | Folder 5  | 1960-1969                        |                                |
|       | Folder 6  | 1970, 1973-1976                  |                                |
|       | Folder 7  | Synagogue seating                | 1963                           |
|       |           | Memorial plaques                 |                                |
| Shelf | volume 3  | Ledger of names                  | 1932                           |
|       |           | Correspondence and lists         |                                |
|       | Folder 8  | 1940s, 1954-1961                 |                                |
|       | Folder 9  | 1962-1963                        |                                |
|       | Folder 10 | 1965-1967                        |                                |
|       | Folder 11 | 1969-1970                        |                                |
|       | Folder 12 | 1972-1977                        |                                |
|       | Folder 13 | Locations of names               | nd                             |
|       |           | Publicity and press releases     |                                |
|       | Folder 14 | 1960-1962                        |                                |
|       | Folder 15 | 1964-1965                        |                                |
|       | Folder 16 | 1966-1967                        |                                |
|       | Folder 17 | 1968                             |                                |
|       | Folder 18 | 1969-1970                        |                                |
|       | Folder 19 | 1971-1975                        |                                |
| Box 8 | Folder 1  | 1976-1977, 1979, 1988, 1989      |                                |
|       |           | Resolutions                      |                                |
|       | Folder 2  | 1961, 1963, 1966, 1968, nd       |                                |
|       |           | Scrapbook - newsclippings        |                                |
|       | Folder 3  | Folder 1 of 2                    | 1984-1988                      |
|       | Folder 4  | Folder 2 of 2                    | 1984-1988                      |
|       |           | Services                         |                                |
|       | Folder 5  | 1947, 1959-1967                  |                                |
|       | Folder 6  | 1969-1973, 1975-1979, 1981, 1995 |                                |
|       | Folder 7  | nd                               |                                |
|       |           | High Holy Days                   |                                |

|        |                |  |              |
|--------|----------------|--|--------------|
|        | Folder 8       | 1952, 1960-1961                          |              |
|        | Folder 9       | 1962-1963                                |              |
|        | Folder 10      | 1964-1965                                |              |
|        | Folder 11      | 1966                                     |              |
|        | Folder 12      | 1967-1969                                |              |
|        | Folder 13      | 1970-1971                                |              |
|        | Folder 14      | 1972-1975                                |              |
|        | Folder 15      | 1976-1982, 1990-1991                     |              |
|        | Passover Seder |  |              |
|        | Folder 16      | 1962                                     |              |
| Box 9  | Folder 1       | 1965                                     |              |
|        | Folder 2       | 1967-1968                                |              |
|        | Folder 3       | 1969                                     |              |
|        | Folder 4       | 1971                                     |              |
|        | Folder 5       | 1973-1977, 1989                          |              |
|        | Folder 6       | Sabbath: Home-coming                     | 1966-1968    |
|        |                | Sabbath and Festival Prayer Book         |              |
| Shelf  | volume 4       | Volume 3, and 4                          | 1972         |
|        | Folder 7       | Thanksgiving service                     | 1962-1964-65 |
|        | Special events |  |              |
|        | Folder 8       | 1922, 1933, 1946, 1953-1954              |              |
|        | Folder 9       | folder 1 of 2                            | 1960         |
|        | Folder 10      | folder 2 of 2                            | 1960         |
|        | Folder 11      | 1961                                     |              |
|        | Folder 12      | 1962                                     |              |
|        | Folder 13      | 1966-1969                                |              |
|        | Folder 14      | 1970-1973                                |              |
|        | Folder 15      | 1974-1976                                |              |
|        | Folder 16      | 1977-1978, 1983-1984, 1989, nd           |              |
| Box 10 | Anniversary    |  |              |
|        | Folder 1       | 25 <sup>th</sup> badge                   | 1929         |
|        | Folder 2       | 50 <sup>th</sup>                         | 1954         |
|        | Folder 3       | 75 <sup>th</sup>                         | 1978-1979    |
|        | Folder 4       | 85 <sup>th</sup> (1989)                  | 1966, 1990   |
|        | Folder 5       | 85 <sup>th</sup> guest book              | 1989         |
|        | Folder 6       | Cantor Heiser's 30 <sup>th</sup>         | 1970         |
|        | Folder 7       | Annual meeting reservations and planning | 1960-1977    |
|        | Folder 8       | Closing weekend                          | 1995-2001    |
|        |                | Community center                         |              |
|        | Folder 9       | Dedication journal                       | 1953         |
|        | Folder 10      | Groundbreaking                           | 1953         |
|        | Rabbi Lichter  |  |              |
| Shelf  | volume 5       | Gateway dedication volume                | 1951         |
|        | Folder 11      | 70 <sup>th</sup> birthday                | 1956         |
|        | Folder 12      | 25 <sup>th</sup> Anniversary             | 1935         |

|            |                           |      |
|------------|---------------------------|------|
| Folder 12a | Memorial                  | 1963 |
| Folder 13  | Tribute to Max Perilstein | 1956 |
|            | Young adult division      |      |
| Folder 14  | 1954-1955, 1960-1967      |      |
| Folder 15  | 1968-1971                 |      |
| Folder 16  | 1972-1977, nd             |      |
|            | Events                    |      |
| Folder 17  | 1969-1974                 |      |
|            | Newsletter                |      |
| Folder 18  | 1968-1976                 |      |

**Series I: Management****Sub-Series II: Accounting**

|        |           |                            |           |
|--------|-----------|----------------------------|-----------|
|        |           | Bank accounts              |           |
| Box 10 | Folder 19 | 1940-1959                  |           |
|        | Folder 20 | 1960-1969                  |           |
|        | Folder 21 | 1971-1989                  |           |
|        |           | Budgets                    |           |
|        | Folder 22 | 1952-1954, 1958-1959       |           |
| Box 11 | Folder 1  | 1960-1963                  |           |
|        | Folder 2  | 1964-1966                  |           |
|        | Folder 3  | 1967-1969                  |           |
|        | Folder 4  | 1970-1973                  |           |
|        |           | Building fund              |           |
| Shelf  | Volume 6  | Receipts and disbursements | 1945-1956 |
|        | Folder 5  | 1950-1958                  |           |
| Shelf  | volume 7  | Receipts and disbursements | 1958-1973 |
|        | Folder 6  | Community Center ledger    | 1953-1955 |
|        | Folder 7  | 1960 – 1963                |           |
|        | Folder 8  | 1964-1967                  |           |
|        | Folder 9  | 1968                       |           |
|        | Folder 10 | 1969                       |           |
|        | Folder 11 | 1970-1971                  |           |
|        | Folder 12 | 1972-1973                  |           |
|        | Folder 13 | 1975-1977                  |           |
|        | Folder 14 | 1982-1984, 1988            |           |
|        |           | Catering                   |           |
|        | Folder 15 | 1960-1968                  |           |
|        | Folder 16 | Folder 1 of 2              | 1969      |
| Box 12 | Folder 1  | Folder 2 of 2              | 1969      |
|        | Folder 2  | 1971-1972, 1976-1980, 1989 |           |
| Shelf  | volume 8  | Accounts ledger            | 1972-1977 |
|        |           | Confirmation               |           |
|        | Folder 3  | 1960-1965                  |           |
|        | Folder 4  | 1968, 1970-1977            |           |
|        |           | Financial Reports          |           |



|        |           |                                  |                 |
|--------|-----------|----------------------------------|-----------------|
|        | Folder 5  | 1922-1931, 1953-1955             |                 |
|        | Folder 6  | 1960-1963                        |                 |
|        | Folder 7  | 1966-1970, 1972,1973             |                 |
|        | Folder 8  | 1975-1977, 1982-1983             |                 |
|        | Folder 9  | General ledger                   | 1941-1949       |
|        |           | Library Fund                     |                 |
|        | Folder 10 | 1960-1963, 1966, 1968-1971       |                 |
|        |           | Memorial Fund – Rabbi Lichter    |                 |
|        | Folder 11 | Folder 1 of 2                    | 1963            |
|        | Folder 12 | Folder 2 of 2                    | 1963            |
|        | Folder 13 | 1963-1964                        |                 |
|        | Folder 14 | Special events                   | 1954, 1960-1978 |
|        |           | Expenses                         |                 |
|        |           | Clergy                           |                 |
|        | Folder 15 | 1960-1963                        |                 |
|        | Folder 16 | 1964-1967                        |                 |
| Box 13 | Folder 1  | 1968-1969                        |                 |
|        | Folder 2  | 1970-1973                        |                 |
|        | Folder 3  | 1974-1977                        |                 |
|        |           | Community affiliations           |                 |
|        | Folder 4  | 1963-1964                        |                 |
|        | Folder 5  | 1965-1966                        |                 |
|        | Folder 6  | 1967- 1969                       |                 |
|        | Folder 7  | 1970-1973, 1975-1977, 1989-1990  |                 |
|        | Folder 8  | Construction of Community Center | 1951-1952       |
|        |           | External Charities               |                 |
|        | Folder 9  | 1960-1961                        |                 |
|        | Folder 10 | 1962-1964                        |                 |
|        | Folder 11 | 1965-1966                        |                 |
|        | Folder 12 | 1967-1968                        |                 |
|        | Folder 13 | 1969-1971                        |                 |
| Box 14 | Folder 1  | 1971-1973                        |                 |
|        | Folder 2  | 1974-1976                        |                 |
|        |           | Invoices                         |                 |
|        |           | Book purchases, subscriptions    |                 |
|        | Folder 3  | 1960-1961                        |                 |
|        | Folder 4  | 1962-1965                        |                 |
|        | Folder 5  | 1966-1968                        |                 |
|        | Folder 6  | 1969-1974                        |                 |
|        | Folder 7  | 1975-1976, 1987-1990             |                 |
|        |           | Building maintenance             |                 |
|        | Folder 8  | 1952, 1954-1956                  |                 |
|        | Folder 9  | 1960 – 1961                      |                 |
|        | Folder 10 | 1962-1963                        |                 |
|        | Folder 11 | 1964-1965                        |                 |
|        | Folder 12 | 1966-1967                        |                 |

|                   |                            |
|-------------------|----------------------------|
| Folder 13         | 1968                       |
| Folder 14         | 1969-1970                  |
| Folder 15         | 1971-1974                  |
| Folder 16         | 1975-1977                  |
| Folder 17         | 1978-1980, 1986-1989       |
| Education –       |                            |
| Adult education   |                            |
| Folder 18         | 1960, 1967-1969            |
| Folder 19         | 1970-1974                  |
| Box 15 Folder 1   | 1975                       |
| Religious schools |                            |
| Folder 2          | 1960-1961                  |
| Folder 3          | 1962-1963                  |
| Folder 4          | 1964-1966                  |
| Folder 5          | 1967                       |
| Folder 6          | 1968                       |
| Folder 7          | 1969                       |
| Folder 8          | 1970                       |
| Folder 9          | 1971                       |
| Folder 10         | 1972                       |
| Folder 11         | 1973                       |
| Folder 12         | 1975                       |
| Folder 13         | 1976-1977                  |
| General expenses  |                            |
| Box 16 Folder 1   | 1960 – 1964                |
| Folder 2          | 1965-1968                  |
| Folder 3          | 1969-1971                  |
| Folder 4          | 1972-1973, 1975-1977       |
| Insurance         |                            |
| Folder 5          | 1952-1961                  |
| Folder 6          | 1963-1964                  |
| Folder 7          | 1965-1966                  |
| Folder 8          | 1967                       |
| Folder 9          | 1969-1971                  |
| Folder 10         | 1972-1977, 1984-1989       |
| Library           |                            |
| Folder 11         | 1962-1963, 1966-1967, 1970 |
| Office functions  |                            |
| Folder 12         | 1956, 1960                 |
| Folder 13         | 1961                       |
| Folder 14         | 1962                       |
| Box 17 Folder 1   | 1963                       |
| Folder 2          | 1964                       |
| Folder 3          | 1965                       |
| Folder 4          | 1966                       |
| Folder 5          | 1967                       |

|                 |                                 |           |
|-----------------|---------------------------------|-----------|
| Folder 6        | Folder 1 of 2                   | 1968      |
| Folder 7        | Folder 2 of 2                   | 1968      |
| Folder 8        | 1969                            |           |
| Folder 9        | 1970                            |           |
| Folder 10       | 1971                            |           |
| Folder 11       | 1972                            |           |
| Folder 12       | 1973                            |           |
| Folder 13       | 1975-1976                       |           |
| Folder 14       | 1977, 1989                      |           |
|                 | Utilities                       |           |
| Folder 15       | 1961, 1966, 1969, 1973, 1976    |           |
|                 | Payroll                         |           |
| Folder 16       | 1960-1961                       |           |
| Box 18 Folder 1 | 1962-1964                       |           |
| Folder 2        | 1965-1967                       |           |
| Folder 3        | Folder 1 of 2                   | 1968      |
| Folder 4        | Folder 2 of 2                   | 1968      |
| Folder 5        | 1969                            |           |
| Folder 6        | 1970                            |           |
| Folder 7        | 1971                            |           |
| Folder 8        | 1972                            |           |
| Folder 9        | 1973                            |           |
| Folder 10       | Ledger                          | 1972-1974 |
| Folder 11       | 1975-1977                       |           |
| Folder 12       | Catering ledger                 | 1972-1973 |
|                 | Choir                           |           |
| Folder 13       | 1952, 1960-63                   |           |
| Folder 14       | 1966-67                         |           |
| Folder 15       | 1968                            |           |
| Box 19 Folder 1 | 1969-1970                       |           |
| Folder 2        | 1971-1973, 1976-1977            |           |
| Folder 3        | Receipts ledger of checks       | 1945-1953 |
|                 | Services                        |           |
|                 | High Holidays                   |           |
| Folder 4        | 1960-1967                       |           |
| Folder 5        | 1968-1970                       |           |
| Folder 6        | 1971-1973, 1975-1976            |           |
|                 | Passover Seder                  |           |
| Folder 7        | 1964                            |           |
| Folder 8        | 1966                            |           |
| Folder 9        | 1967, 1969, 1977                |           |
| Folder 10       | Purim                           | 1976      |
|                 | Taxes – city, state and federal |           |
| Folder 11       | 1960-1962                       |           |
| Folder 12       | 1963-1966                       |           |
| Folder 13       | 1967                            |           |

|                 |                            |                 |
|-----------------|----------------------------|-----------------|
| Folder 14       | 1968                       |                 |
| Folder 15       | 1970                       |                 |
| Folder 16       | 1971-1973                  |                 |
| Folder 17       | 1975                       |                 |
| Folder 18       | 1976-1977                  |                 |
| Box 20 Folder 1 | Youth Activities           | 1967, 1976-1977 |
|                 | Camp Funds                 |                 |
| Folder 2        | 1968-1975                  |                 |
| Folder 3        | 1976                       |                 |
| Folder 4        | 1977                       |                 |
|                 | Income                     |                 |
|                 | Donations and pledges      |                 |
| Folder 5        | 1918, 1924, 1945-1956      |                 |
| Folder 6        | 1960                       |                 |
| Folder 7        | 1961                       |                 |
| Folder 8        | 1962-1964                  |                 |
| Folder 9        | 1965-1966                  |                 |
| Folder 10       | 1967                       |                 |
| Folder 11       | 1968                       |                 |
| Folder 12       | 1969                       |                 |
| Folder 13       | 1970-1971                  |                 |
| Folder 14       | 1972-1973                  |                 |
| Folder 15       | 1974-1977, 1983, 1985-1989 |                 |
| Folder 16       | Youth ledger               | 1939-1945       |
|                 | Life cycle events          |                 |
|                 | Bar Mitzvah                |                 |
| Folder 17       | 1961-1963                  |                 |
| Box 21 Folder 1 | 1966-1969                  |                 |
| Folder 2        | 1970-1977                  |                 |
|                 | Weddings                   |                 |
| Folder 3        | 1961-1965                  |                 |
| Folder 4        | 1966-1969                  |                 |
| Folder 5        | 1970-1977                  |                 |
|                 | Member accounts            |                 |
| Folder 6        | Ledger                     | 1951-1955       |
| Folder 7        | 1946, 1960                 |                 |
| Folder 8        | 1961                       |                 |
| Folder 9        | 1962                       |                 |
| Folder 10       | 1963                       |                 |
| Folder 11       | 1964-1965                  |                 |
| Folder 12       | 1966                       |                 |
| Folder 13       | 1967-1968                  |                 |
| Folder 14       | 1969-1971                  |                 |
| Folder 15       | 1972-1973                  |                 |
| Folder 16       | 1975-1977                  |                 |
| Box 22 Folder 1 | Tuition accounts           | 1958-1969       |

## Dues Adjustments

|                  |                        |             |
|------------------|------------------------|-------------|
| Folder 2         | 1966                   |             |
| Folder 3         | 1967                   |             |
| Folder 4         | Folder 1 of 2          | 1968        |
| Folder 5         | Folder 2 of 2          | 1968        |
| Folder 6         | Folder 1 of 2          | 1969        |
| Folder 7         | Folder 2 of 2          | 1969        |
| Folder 8         | Folder 1 of 2          | 1970        |
| Folder 9         | Folder 2 of 2          | 1970        |
| Folder 10        | 1971                   |             |
| Folder 11        | 1972                   |             |
| Folder 12        | 1975                   |             |
| Folder 13        | 1976-1977              |             |
| Memorial Plaques |                        |             |
| Folder 14        | 1954, 1960-1963        |             |
| Folder 15        | 1964-1968              |             |
| Box 23 Folder 1  | 1969-1971              |             |
| Folder 2         | 1972-1977, 1985        |             |
|                  | Memorial plaque ledger |             |
| Folder 3         | A-G                    | c 1920-1960 |
| Folder 4         | H-P                    | c 1920-1960 |
| Folder 5         | Q-Z                    | c 1920-1960 |
| Shelf volume 9   | Memorial plaque ledger | 1931-1949   |

**Series II: Board of Directors**

## Annual meeting

|                 |                                     |                 |
|-----------------|-------------------------------------|-----------------|
| Folder 6        | 1942 - 1946                         |                 |
| Folder 7        | 1947 - 1952                         |                 |
| Folder 8        | 1953 - 1956                         |                 |
| Folder 9        | 1957                                |                 |
| Folder 10       | 1958 - 1959                         |                 |
| Folder 11       | 1960 - 1961                         |                 |
| Folder 12       | 1962 - 1964                         |                 |
| Folder 13       | 1965 - 1967                         |                 |
| Folder 14       | 1968 - 1976                         |                 |
| Box 24 Folder 1 | 1996 - 1998                         |                 |
| Annual reports  |                                     |                 |
| Folder 2        | 1946 - 1959                         |                 |
| Folder 3        | 1960 - 1963, 1965 - 1968            |                 |
| Folder 4        | 1970 - 1973                         |                 |
| Folder 5        | 1988, 1994-1996                     |                 |
| Folder 6        | Correspondence and membership lists | 1962-1977       |
| Folder 7        | Constitution, and by-laws           | 1954-1962, 1993 |
| Folder 8        | By-laws of Young Adult Congregation | 1954            |
| Folder 9        | Endowment fund                      | 1998-1999       |

|        |           |   |               |
|--------|-----------|---|---------------|
|        | Folder 10 | Resolution and contract for property sale | 2001          |
|        |           | Meeting Minutes                           |               |
|        |           | Board Meetings                            |               |
|        | Folder 11 | Attendance and membership                 | 1969-1977, nd |
| Shelf  | volume 10 | Minutes and congregational business       | 1919          |
|        | Folder 12 | 1919-1924                                 |               |
|        | Folder 13 | 1925-1929                                 |               |
|        | Folder 14 | 1930-1932                                 |               |
|        | Folder 15 | 1933-1935                                 |               |
|        | Folder 16 | 1936-1937                                 |               |
|        | Folder 17 | 1938-1940                                 |               |
|        | Folder 18 | 1942-1943                                 |               |
|        | Folder 19 | 1944-1945                                 |               |
|        | Folder 20 | 1946-1951                                 |               |
|        | Folder 21 | 1952-1955                                 |               |
|        | Folder 22 | 1957-1960                                 |               |
|        | Folder 23 | 1961-1963                                 |               |
|        | Folder 24 | 1964-1965                                 |               |
|        | Folder 25 | 1966-1967                                 |               |
|        | Folder 26 | 1968-1969                                 |               |
| Box 25 | Folder 1  | 1970-1972                                 |               |
|        | Folder 2  | 1973-1983                                 |               |
|        | Folder 3  | 1994-1996                                 |               |
|        |           | Executive Committee                       |               |
|        | Folder 4  | Attendance and membership                 | 1962-1969     |
|        | Folder 5  | 1951-1959                                 |               |
|        | Folder 6  | 1960-1978                                 |               |

**Series III: Bulletins**

## Sabbath Service

|           |                              |                 |
|-----------|------------------------------|-----------------|
| Folder 7  | 1968-1970, 1972, 1975        |                 |
| Folder 8  | 1976                         |                 |
| Folder 9  | 1977                         |                 |
| Folder 10 | 1978                         |                 |
| Folder 11 | 1979                         |                 |
| Folder 12 | 1980                         |                 |
| Folder 13 | 1981                         |                 |
| Folder 14 | 1982-1983                    |                 |
| Folder 15 | 1984                         |                 |
| Folder 16 | 1985                         |                 |
| Folder 17 | 1986, 1989, 1990, 1991, 1995 |                 |
| Folder 18 | Sisterhood Sabbath           | 1973-1978       |
| Folder 19 | Young Adult Congregation     | 1969-1986       |
| Folder 20 | Youth Service                | 1970, 1977-1993 |

**Series IV: Cemetery**

|                                |                                 |   |
|--------------------------------|---------------------------------|---|
| Administration and maintenance |                                 |   |
| Box 26                         | Folder 1                        | Administrative correspondence 1956-1968         |
|                                | Folder 2                        | Bank account statements 1951-1970               |
|                                | Folder 3                        | Employees 1959-1969                             |
|                                | Folder 4                        | Executive committee funds proposal 1961         |
|                                | Folder 5                        | Financial statements 1957-1968                  |
|                                | Folder 6                        | Insurance 1949-1970                             |
|                                | Invoices                        |   |
|                                | Folder 7                        | Administrative 1950-1970                        |
|                                | Grounds-keeping and maintenance |   |
|                                | Folder 8                        | Folder 1 of 2 1951-1959                         |
|                                | Folder 9                        | Folder 2 of 2 1960-1970                         |
|                                | Folder 10                       | Monthly trial balance 1964-1967                 |
|                                | Folder 11                       | Property 1957-1965                              |
|                                | Folder 12                       | Taxes – city, state and federal 1945, 1951-1970 |
| Plot owners                    |                                 |   |
| Accounting                     |                                 |   |
| Account payments and invoices  |                                 |   |
|                                | Folder 13                       | Folder 1 of 2 1930-1956                         |
|                                | Folder 14                       | Folder 2 of 2 1957-1989                         |
|                                | Folder 15                       | Accounts receivable                             |
|                                |                                 | ledger sheets 1964                              |
|                                | Folder 16                       | Account Transactions 1960-1971                  |
| Burial vault invoices          |                                 |   |
|                                | Folder 17                       | 1951-1959                                       |
|                                | Folder 18                       | 1960-1970                                       |
|                                | Folder 19                       | Care of plots 1947-1967, 1971                   |
|                                | Folder 20                       | Grave maintenance receipt books 1948, 1955      |
|                                | Folder 21                       | Interments 1950-1970                            |
| Ledger                         |                                 |   |
|                                |                                 | 1923-1945                                       |
|                                | Folder 22                       | Overview  |
|                                | Folder 23                       | A – B   |
|                                | Folder 24                       | C – F   |
| Box 27                         | Folder 1                        | G – H   |
|                                | Folder 2                        | I – L   |
|                                | Folder 3                        | M – R   |
|                                | Folder 4                        | S   |
|                                | Folder 5                        | T – Z   |
| Ledger                         |                                 |   |
|                                |                                 | 1946-1964                                       |
|                                | Folder 6                        | A – B   |
|                                | Folder 7                        | C – E   |
|                                | Folder 8                        | F – G   |
| Box 28                         | Folder 1                        | H – K   |
|                                | Folder 2                        | L – M   |

|        |           |                               |                 |
|--------|-----------|-------------------------------|-----------------|
|        | Folder 3  | Mc – R                        |                 |
|        | Folder 4  | S                             |                 |
|        | Folder 5  | T – Z                         |                 |
|        | Folder 6  | Monuments                     | 1960-1964       |
|        | Folder 7  | Perpetual care                | 1948, 1953-1959 |
|        |           | Plot invoices                 |                 |
|        | Folder 8  | 1955-1958                     |                 |
| Box 29 | Folder 1  | 1959-1962                     |                 |
| Shelf  | volume 11 | Sales and receipts            | 1972-1977       |
|        | Folder 2  | Assignments – section and lot | nd              |
|        |           | Burial permits                |                 |
|        | Folder 3  | 1937-1947                     |                 |
|        | Folder 4  | 1949-1960                     |                 |
|        | Folder 5  | 1961-1964                     |                 |
|        | Folder 6  | 1965-1969                     |                 |
|        | Folder 7  | General information           | 1970-1978, 1989 |
|        | Folder 8  | Grave borders                 | 1951-1957, 1969 |
|        | Folder 9  | Interments and lot owners     | nd              |
|        | Folder 10 | Memorial services             | 1945-1969       |
| Shelf  | volume 12 | Plot assignments              | 1962            |
| Shelf  | volume 13 | Record of interments          | 1921-1968       |

**Series V: Education and youth****Sub-series I: Life Cycle Events**

|        |           |                                 |                 |
|--------|-----------|---------------------------------|-----------------|
|        |           | Bar and Bat Mitzvah             |                 |
| Box 30 | Folder 1  | Addresses                       | nd              |
|        | Folder 2  | Prayers                         | nd              |
|        | Folder 3  | Procedures and requirements     | 1962-1963, nd   |
|        |           | Bar Mitzvah                     |                 |
|        | Folder 4  | Aliyot                          | 1966-1967       |
|        | Folder 5  | Aliyot                          | 1968-1969       |
|        | Folder 6  | Aliyot                          | 1976-1977       |
|        | Folder 7  | Prayers                         | 1963            |
|        | Folder 8  | Preparation schedule            | 1960-1966       |
|        | Folder 9  | Preparation schedule            | 1967-1987       |
|        |           | Bat Mitzvah                     |                 |
|        | Folder 10 | Prayers                         | 1963            |
| Box 31 | Folder 1  | Preparation schedule            | 1955, 1962-1967 |
|        | Folder 2  | Preparation schedule            | 1968-1974       |
|        |           | Confirmation                    |                 |
|        | Folder 3  | 1952-1956, 1959-1967, 1972-1977 |                 |
|        | Folder 4  | Class file cards                | 1963, 1965      |
|        | Folder 5  | Class lists for reunion         | 1948-1967       |
|        | Folder 6  | Confirmation services           | 1939-1993       |
|        |           | Yearbooks                       |                 |
|        | Folder 7  | 1957-1966                       |                 |



|                                      |                              |                                       |
|--------------------------------------|------------------------------|---------------------------------------|
| Folder 8                             | 1967-1979                    |                                       |
| <b>Series V: Education and Youth</b> |                              |                                       |
| <b>Sub-series II: Education</b>      |                              |                                       |
|                                      | Administration               |                                       |
| Folder 9                             | Correspondence with parents  | 1967, 1979-1993                       |
| Folder 10                            | Grant applications           | 1984-1992                             |
|                                      | Faculty                      |                                       |
| Folder 11                            | Administrative communication | 1964-1993                             |
| Folder 12                            | Educational resources        | 1964, 1987-1994                       |
|                                      | Lesson plans                 |                                       |
|                                      | Hebrew School                |                                       |
| Folder 13                            | 1981, nd                     |                                       |
| Folder 14                            | 1983                         |                                       |
| Folder 15                            | 1983-1984                    |                                       |
| Folder 16                            | 1985                         |                                       |
|                                      | Sunday school                |                                       |
| Folder 17                            | 1981-1984                    |                                       |
| Folder 18                            | Policy and reports           | 1961, 1975, nd                        |
| Folder 19                            | Special education            | 1987-1989                             |
| Box 31a                              | Folder 1                     | Teacher sign in sheets 1984-1991      |
|                                      | Folder 2                     | "Teaching Tzedakah" 1983-1987         |
|                                      | Hebrew School                |                                       |
|                                      | Folder 3                     | 1929-1931, 1943-1944, 1961-1967, 1989 |
|                                      | Folder 4                     | Consecration Service 1957-1972        |
|                                      |                              | Enrollment ledger                     |
| Box 32                               | Folder 1                     | A – L 1951-1959                       |
|                                      | Folder 2                     | M – Z 1951-1959                       |
|                                      | Folder 3                     | Graduation 1962-1969                  |
|                                      |                              | Nursery school                        |
|                                      | Folder 4                     | 1967-1975                             |
|                                      |                              | Religious school                      |
|                                      | Folder 5                     | 1952-1958, 1960-1975                  |
|                                      |                              | Enrollment cards                      |
| Box 32A                              |                              | 1958-1965                             |
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| Box 33                               | Folder 1                     | Activities 1962-1967, 1986            |
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|                                      | Folder 4                     | L – Z 1951-1959                       |

**Series V: Education and youth**

**Sub-series III: United Synagogue Youth**

## B'nai Israel chapter

## Administration

## Accounting Expenses

|                 |  |                 |
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| Folder 7        | 7 <sup>th</sup> & 8 <sup>th</sup> grade minutes and activities | 1965-1978       |
| Box 35 Folder 1 | Meetings and activities  | 1967-1986       |
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| Folder 3        | Sabbath dinner   | 1980            |
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| Folder 6        | Correspondence and resources                                   | 1972-1982       |
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|        | Folder 9  | Budget, expenses, and planning                            | 1978, 1981       |
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|        | Folder 10 | Annual convention   | 1972             |
|        | Folder 11 | Fundraising   | 1975-1983        |
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|        | Folder 6  | Beth El chapter activities                                | 1980-1981, 1987  |
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|        | Folder 14 | Kadimah – Central Region                                  | 1972-1979        |
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|        | Folder 2  | 'Publications' (reports)                                  | 1973, nd         |
|        | Folder 3  | Regional Program library index                            | 1974, 1978-1982  |
|        | Folder 4  | Western Pennsylvania newsletter                           | 1972-1974        |
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**Series V: Education and youth****Sub-series IV: Youth Department**

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|                 |   |                 |
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|                 | Agendas                                     |                 |
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| Folder 12       | 1951-1957                                   |                 |
| Folder 13       | 1958-1959                                   |                 |
| Folder 14       | 1960-1961                                   |                 |
| Folder 15       | 1962-1965                                   |                 |
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|                 |  |           |
|-----------------|--|-----------|
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|                 | National Women's League of the United Synagogue of America |           |
| Folder 4        | 1960, 1962-1970, 1987                                      |           |
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