

# **BUDGET PROCESS - OVERALL CONCEPTS/PHILOSOPHY AND TIMING**

## **CONCEPTS/PHILOSOPHY**

The Department Heads and Committee Chairs are the individuals who are "the responsables" — as such, they are charged with the preparation of the budget.

The budgets are submitted to the Treasurer (and/or to other members of the Finance Committee that the Treasurer designates).

The Treasurer/Finance Committee reviews/challenges the submitted budgets and works with the Department Heads/Committee chairs in order to achieve the visions/missions of Barnert Temple — which include programs and services — and also financial transparency and full disclosure, and very importantly, fiscal responsibility — i.e., a balanced budget (revenues and expenses must be equal).

## **TIMING**

We will be starting earlier this year — this is necessary in that we may well need more time for the brainstorming and give and take that may be necessary in reaching our various goals (and to the extent that projected revenues may not be sufficient to cover the budgeted expenses — as was the case this past year — much more time is needed).

Accordingly, we will start the process in October — after receipt of statements for the first quarter (the three months to September 30).

Details as to additional dates will be provided at that time, but here are some dates that are firm at this time:

- May 3, 2010: Final Presentation of the budget to the Executive Committee
- May 11, 2010: Final Presentation of the budget to the Board of Trustees
- June 6, 2010: Presentation of the budget to the Congregation at our Annual Meeting

You will realize that in order to meet the May 3 Final Presentation of the Budget to the Executive Committee, there may well be other presentations prior to that date — and there will certainly be ongoing discussions/give and take with the Department Heads and Committee Chairs — starting as early as September.

## **GENERAL**

Now, or at any time, if there are questions, be sure to either E-mail or call me.

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I think we all know that this is going to be another very challenging year--in addition to demographic changes which have adversely affected most congregations (and we are no exception), we are all undoubtedly too familiar with the havoc that our nation's economic and financial crises have inflicted on our community.

And yet, we must remain committed to our goals, which include:

1. Attracting new members and maintaining our existing members by reaching out and offering support, financially if necessary
2. Supporting our loyal and hard-working staffs
3. Maintaining the programs and services that we are all so proud of, and which are "what Barnert is all about" and why we are here in the first place

Working together, as always, I am confident that we are all up to the task.

Thank you.

Respectfully submitted  
Joel Swartzberg