

PERSONNEL

Officers Meeting

February 23, 1983

FEDERATION PERSONNEL POLICY WITH REGARD TO
DISABILITY LEAVE (Exhibit B)-Harvey B. Sloan
Assistant Director, Reporting

VOTE: THE OFFICERS APPROVED THE PROPOSED
DISABILITY POLICY REVISIONS WHICH WILL AFTER
FINAL CLEARANCE WITH LEGAL COUNSEL BE ENTER-
ED INTO THE FEDERATION PERSONNEL PROACTICES
CODE AND DISTRIBUTED TO STAFF

Personnel Chairman 1980

Harold Bigler

UJF Board Meeting
January 29, 1980
Page 1 and 2

Soroker Contract

Administrative Committee

U.J.F.

July 10, 1979

Page 1

Personnel Committee--Harold Bigler

Mr. Bigler reported on the projected retirement plan developed by the Natl. Health and Welfare Retirement Assn.

Open Board Meeting

Temple Emanuel

May 22, 1979

Page 6

Tribute to Gerald Soroker-Dr. Busis

Annual Meeting
Board of Directors
United Jewish Federation
December 11, 1978
Page 6

Dinner precedes regular Board Meeting, honoring
Gerald S. Soroker.

Board of Directors
United Jewish Federation
November 28, 1978
Page 1

Report of Search Committee given by Dr. Busis.

See: Board of Directors
United Jewish Federation
March 28, 1978
Page 8

Search Committee activities presented for search
for new executive to replace Gerald Soroker. Search
Committee ~~Sx~~ recommendations approved.

See: Executive Committee
United Jewish Federation
March 14, 1978
Page 2

Executive Committee, moved, seconded and passed that Mr. Kahn's salary and other expense for the months of October, November and December be paid from Unrestricted Reserve.

Executive Committee
United Jewish Federation
July 5, 1978
Page 2

Mr. Weisberg requests extension for the year
1979. 2nd year of the three provided.

~~Mr. Weisberg~~

Executive Committee
United Jewish Federation
July 5, 1978
Page 2

Board voted to approve allocation of \$1897.47 for
Budget replacement for Ed Wright disability, funds
to come from Special Reserve.

See;

Board of Directors
United Jewish Federation
January 24, 1978

Page 9

Board informed that 3 staff members, Saul Weisberg, Eva Solomon and Gerald Soroker will be 65 in 1978. These 3 staff members have requested an additional year of employment which was approved.

See: Board of Directors
United Jewish Federation
September 20, 1979
Page 6

Presentation of gift certificate to Eva Solomon,
celebrating her 25th anniversary with Federation.

See: Board of Directors
United Jewish Federation
November 16, 1976
Page 2

Introduction of Evan Bayer, part-time worker in field
of Community Relations.

See: Board of Directors
United Jewish Federation
February 24, 1976
Page 2

Endowment Committee authorized allocation of \$300 for testing of two candidates for bookkeeping position to be taken from Unrestricted Reserve.

See: Board of Directors
United Jewish Federation
January 27, 1976
Page 5

Endowment Committee authorized allocation of \$500
as retirement gift for Mrs. Lillian Rogoff to be
taken from Unrestricted Reserve.

See: Board of Directors
United Jewish Federation
January 27, 1976
Page 5

Report to Board of payment of \$450 to Psychological Consultants to Industry, Inc. for testing 3 applicants for WD position, said funds to come from Unrestricted Reserve.

See: Board of Directors
United Jewish Federation
December 11, 1974
Page 11

Introduction of Janet Rosecrans, new Women's
Director of UJF.

See: Board of Directors
United Jewish Federation
October 29, 1974
Page 2

Officers approved payment of \$450 to Psychological Consultants to Industry, Inc. for testing of 3 applicants for WD position, money to come from Unrestricted Reserve.

See: Officers Meeting
United Jewish Federation
October 29, 1974
Page 1

Board reaffirmed policy of Federation with respect to holiday closings and approved supplementary recommendations as listed in Minutes.

See: Board of Directors
United Jewish Federation
September 24, 1974
Page 6-8

Introduction of Mark Berger, Campaign and Planning
Associate and Ilene Fingeret, part time PR Associate.

See: Board of Directors
United Jewish Federation
September 24, 1974
Page 1

Board voted unanimously to change title of Mr. Soroker from Executive Director to that of Executive Vice President.

See: Board of Directors
United Jewish Federation
September 24, 1974
Page 10

Board voted unanimously to approve the moving expenditures of \$2,017.96 and \$1,350.29 for Elliot Berkowitz and Mark Berger, respectively, monies to be taken from Unrestricted Reserve.

See: Board of Directors
United Jewish Federation
September 24, 1974
Page 12

Officers voted unanimously that no change in policy is warranted for closing additional Jewish holidays.

See: Officers Meeting
United Jewish Federation
September 10, 1974
Page 1

Officers recommended authorization of payment of moving expenses for Elliot Berkowitz-\$2,017.96 and Mark Berger-\$1,350.29, monies to be taken from Unrestricted Reserve.

See: Officers Meeting
United Jewish Federation
September 10, 1974

Page 1

Executive Committee voted to recommend a change of title for Executive Director to Executive Vice President.

See: Executive Committee
United Jewish Federation
July 24, 1974
Page 3

Board informed that officers voted payment of \$1,374.56 for various charges in connection with interviewing and hiring of staff.

See: Board of Directors
United Jewish Federation
April 30, 1974
Page 5

Officers voted to recommend payment of \$1,374.56 for various charges in connection with interviewing and hiring of staff.

See: Officers Meeting
United Jewish Federation
April 11, 1974
Page 3

Introduction of Elliot Berkowitz, new Campaign
Director.

See: Board of Directors
United Jewish Federation
April 30, 1974
Page 2

Introduction of new Director of Community Relations
Committee, Michael Bierman.

See: Board of Directors
United Jewish Federation
March 26, 1974
Page 1

Rev.

Board voted unanimously to approve allocation of \$10,000 for personnel expenses, money to come from 1974 Israel Emergency Fund allocation.

See: Board of Directors
United Jewish Federation
November 27, 1973
Page 4

Board voted unanimously to approve allocation of \$250 for special personnel item, money to come from Unrestricted Reserve.

See: Board of Directors
United Jewish Federation
November 27, 1973
Page 4

Board voted unanimously to approve allocation of \$336.36 for interview costs, money to come from Unrestricted Reserve.

See: Board of Directors
United Jewish Federation
November 27, 1973
Page 4

Announcement of retirement of Bess Schor.

See: Board of Directors
United Jewish Federation
November 27, 1973
Page 2

Announcement of resignation of Alvin Kushner as
Director of Community Relations Committee of
UJF.

See: Board of Directors
United Jewish Federation
September 23, 1973
Page 1-2

Report on efforts to replace Campaign Director by
Mr. Soroker.

See: Officers Meeting
United Jewish Federation
March 2, 1973
Page 3

Introduction of Mrs. Susan Marks, new staff
member to assist Mrs. Schor in Women's Div.

See: Board of Directors
United Jewish Federation
September 19, 1972
Page 1

Executive Committee authorized an appropriation
of \$6,000 for Women's Division Director-Trainee.

See: Executive Director
United Jewish Federation
August 22, 1972
Page 2

Introduction of new Fiscal Director, Harvey
Sloan.

See: Board of Directors
United Jewish Federation
June 27, 1972
Page 1

Officers agreed that mandatory retirement date
for Bess Schor would be her 65 birthday.

See: Officers Meeting
United Jewish Federation
May 30, 1972
Page 1

Officers agreed that mandatory retirement date for Bess Schor would be her 65th birthday, and staff should try to hire a half-time person to work with her until her retirement.

See: Officers Meeting
United Jewish Federation
May 30, 1972
Page 1

Announcement re resignation of Mrs. June
Himmelstein, Public Relations Director, and hiring
of Mrs. Beverly Pollock as her replacement.

See: Board of Directors
United Jewish Federation
December 16, 1971
Page 1

Officers authorized staff to communicate with
Health & Welfare Association re Retirement
Program.

See: Officers Meeting
United Jewish Federation
June 29, 1971
Page 5

Discussion re retirement of Bert Horowitz.

See: Officers Meeting
United Jewish Federation
June 29, 1971
Page 4

Introduction of Morris Stern, recently appointed
Campaign Director.

See: Board of Directors
United Jewish Federation
December 17, 1970
Page 1.

Announcement of new staff member, Miss Elayne Rosen,
as staff member to work with urban affairs,
community forum, and assignments in planning and
campaigning.

See: Board of Directors
United Jewish Federation
October 27, 1970
Page 1

UJF Staff Member, Mrs. Emanuel Krupp (Eunice)
promoted to newly established position: Director of
Trades and Professions

See: Board of Directors
United Jewish Federation
September 22, 1970
Page 2

Officers reviewed salaries of top executives of agencies where changes were being contemplated.

See: Officers Meeting
United Jewish Federation
June 4, 1970
Page 1

Announcement of resignation of Leonard Sebrans
as Campaign Director.

See: Board of Directors
United Jewish Federation
May 26, 1970
Page 2

Board voted unanimously 1) that there should be required of each executive of our beneficiary agencies a job description prepared by the executive in question and approved by the Board of the agency; 2) that the Federation make available to its agencies salary experience in comparable jobs throughout the country; 3) that each beneficiary agency should clear any matter requiring changes in personnel practices as they may affect top executives, through the Executive Committee or the officers of the Federation before such changes are finalized.

See: Board of Directors

United Jewish Federation

March 31, 1970

Page 4-5

Board voted unanimously that all full time employees of the Federation must be retired at age 65 with one year options for continuation, with a maximum of 3 such years, at the discretion of the Board; that the Federation urge its beneficiary and affiliated agencies to adopt a similar policy.

See: Board of Directors
United Jewish Federation
March 31, 1970
Page 4-6

Introduction of new Public Relations Director,
Mrs. June Himmelstein.

See: Board of Directors
United Jewish Federation
October 28, 1969
Page 1

Introduction of Leonard Sebrans, new Campaign
Director of Federation.

See: Board of Directors
United Jewish Federation
September 23, 1969
Page 2

Presentation of \$100 Bond to Lillian Rogoff
for 25 years of service to Federation.

See: Board of Directors
United Jewish Federation
September 23, 1969
Page 2

Introduction of Alvin Kushner, Assistant Director
of Federation, and Jacob Wanetik, Comptroller.

See: Board of Directors
United Jewish Federation
April 22, 1969
Page 2

Introduction of Israeli Student, Gideon Goldwein,
doing his field work at the Federation.

See: Board of Directors
United Jewish Federation
January 28, 1969
Page 2

Introduction of new staff member, Henry Kaufman,
to work 50% with urban affairs and 50% on general
Federation activities.

See: Board of Directors
United Jewish Federation
January 28, 1969
Page 1

Announcement of resignation of Al Mellman as
Director of Community Relations Committee.

See: Board of Directors
United Jewish Federation
November 26, 1968
Page 1-2

Announcement of appointment of Bert Horowitz
to UJF staff.

See: Board of Directors
United Jewish Federation
April 23, 1968
Page 1

Announcement to Board of resignation of Robert
Weis, as of March 15, 1968.

See: Board of Directors
United Jewish Federation
February 20, 1968
Page 23

Explanation of Staff Development Chart by Gerald S.
Soroker. (Table of Organization appended to
Minutes.)

See: Board of Directors
United Jewish Federation
June 27, 1967
Page 6

Announcement to Board of resignation of Donald
Gartner.

See: Board of Directors
United Jewish Federation
February 28, 1967
Page 2

Announcement to Board of appointment of Ralph
Klopper as Fiscal Control Officer of Federation
on or about April 1.

See: Board of Directors
United Jewish Federation
October 25, 1966
Page 2

Announcement to Board of promotion of Saul
Weisberg to Associate Director of Federation.

See:q Board of Directors
United Jewish Federation
October 25, 1966
Page 2

Announcement to Executive Committee of
resignation of James D. Bronner as Associate
Director of UJF.

See: Executive Committee
United Jewish Federation
July 25, 1966
Page 1

Announcement to Board of promotion of Donald
Gartner to Assistant Campaign Director.

See: Board of Directors
United Jewish Federation
June 28, 1966
Page 10

Voted by Executive Committee to transfer Insurance Policy on life of Robert I. Hiller to Associated Jewish Charities of Baltimore.

See: Executive Committee
United Jewish Federation
July 29, 1965
Page 1-2

Introduction of Mr. Gerald Soroker, Executive
Director of the Federation as of September 1 to
the Executive Committee.

See: Executive Committee
United Jewish Federation
July 29, 1965
Page 1

The Executive Committee voted to approve a Resolution transferring a life insurance policy on the life of Robert I. Hiller to the Associated Jewish Charities of Baltimore.

See: Executive Committee
United Jewish Federation
July 29, 1965
Page 1-2

The Executive Committee voted to approve a Resolution transferring a life insurance policy on the life of Robert I. Hiller to the Associated Jewish Charities of Baltimore.

See: Executive Committee
United Jewish Federation
July 29, 1965
Page 1-2

Mr. Rogal introduced Mr. Soroker and welcomed him officially to Pittsburgh.

See: Executive Committee
United Jewish Federation
July 29, 1965
Page 1

Announcement to Board of appointment of new
Executive Director, Gerald S. Soroker of
Cleveland.

See: Board of Directors
United Jewish Federation
June 22, 1965

Adjournment of Board in honor of retiring
Executive Director, Robert I. Hiller.

See: Board of Director
United Jewish Federation
June 22, 1965
Page 7

Voted by Executive Committee to approve action
of Search Committee re appointment of Mr.
Gerald Soroker as new Executive Director of
the Federation.

See: Executive Director
United Jewish Federation
May 24, 1965
Page 3

Announcement of resignation of Sidney Deutsch
from Federation staff.

See: Board of Directors
United Jewish Federation
April 27, 1965
Page 2

Letter of resignation of Robert I. Hiller, Executive
Director, read by Mr. Lester Hamburg.

See: Board of Directors
United Jewish Federation
March 15, 1965
Page 8

Announcement to Board that Donald Gartner has
joined the staff as Campaign and Planning
Associate.

See: Board of Directors
United Jewish Federation
October 22, 1963
Page 2

Appointment of Mr. James Senor as a part-time professional to serve the Young Adult Division for 1963.

See: Board of Directors
United Jewish Federation
September 25, 1962
Page 3-4

Announcement to Federation Board that job title
of Saul Weisberg has been changed to Assistant
Director.

See: Board of Directors
United Jewish Federation
September 25, 1962
Page 3

Report to Board on resignation of Ralph
Zimmerman, Campaign Associate, effective
June 1, 1961.

See: Board of Directors
United Jewish Federation
April 25, 1961
Page 1-2

Resignation of Ralph Zimmerman accepted
by Executive Committee.

See: Executive Committee
United Jewish Federation
April 10, 1961
Page 1

Approval by Executive Committee to authorize the proper officers to enter into an agreement with Mr. Hiller regarding a special retirement program, beginning January, 1960.

See: Executive Committee
United Jewish Federation
August 27, 1959
Page 2-3

Voted by Executive Com. to adjust 1960 Administrative Budget for Mrs. Bess Schor's salary in amount to be entered at \$7,500.

See: Executive Committee
United Jewish Federation
December 17, 1959
Page 2

Voted by Executive Com. to adjust 1960 Administrative Budget for Miss Adele Nusbaum's salary in amount of \$10,000.

See: Executive Committee
United Jewish Federation
December 17, 1959
Page 2

Voted by Federation Board that Social Planning & Budgeting Committee take under consideration the possibility of working out an equalization of clerical personnel increments granted to Federation beneficiaries and recommended to Community Chest.

See: Board of Directors
United Jewish Federation
October 22, 1959
October 22, 1959
Page 7

Request by Jacob Davis to study personnel increments granted by Federation during past years.

See: Board of Directors
United Jewish Federation
September 22, 1959
Page 2

Voted by Exec. Com. to increase salary of
Exec. Director by \$2,000.00, beginning Jan.
1, 1959.

See: Executive Com.
United Jewish Fed.
October 16, 1958
Page 4

Announcement to Executive Com. re changes in
Federation Executive Staff as of September 1, 1957.
James D. Bronner, Ralph Zimmerman, Harriet
Bliman and Mrs. L. Wolf.

See: Executive Com.
United Jewish Fed.
August 14, 1957
Page 1

Report to Board on resignation of Meyer Schwartz,
Administrative Assistant, effective September 1,
1957.

See: Board of Directors
United Jewish Federation
July 2, 1957
Page 9

ANNOUNCEMENT TO BOARD OF RESIGNATION OF MORRIS SOIFER
FROM FEDERATION STAFF

See: Board of Directors
United Jewish Federation
September 25, 1956
Page 2

PROPOSED CLERICAL STAFF INCREMENTS APPROVED BY
EXEC. COM.

See: Executive Committee
United Jewish Federation
December 1, 1955
Page 1
(See list of increments attached to
minutes)

ANNOUNCEMENT TO FUND BOARD JAMES D. BRONNER WILL
BE ACTING EXECUTIVE DIRECTOR IN DR. TAYLOR'S ABSENCE

See: Board of Directors
United Jewish Fund
January 25, 1955
Page 2

APPROVAL BY FUND BOARD TO PAY BENSON JAFFEE \$300
FOR STANTON HEIGHTS STUDY

See: Board of Directors
United Jewish Fund
January 25, 1955
Page 2

REPORT TO FUND BOARD OF APPOINTMENT OF RALPH
ZIMMERMAN AS YOUNG ADULT DIVISION SECRETARY
APPROVED

See: Board of Directors
United Jewish Fund
January 25, 1955
Page 1

APPOINTMENT OF ACTING EXECUTIVE DIRECTOR

See: Executive Com. Minutes
United Jewish Federation
Pages 2-3
April 19, 1955

DISCUSSION RE PERSONNEL SITUATION CENTRAL OFFICE
AGREEMENT TO EMPLOY NEW PUBLIC RELATIONS DIRECTOR

See: Joint Executive Com. Minutes
United Jewish Fund
Federation of Jewish Philanthropies
February 26, 1955
Page 2

EXECUTIVE COM. RECOMMENDATION TO REPLACE POSITION OF
DIRECTOR OF YAD UPON RESIGNATION OF MR. ADLER REPORTED
TO FUND BOARD

See: Board of Directors
United Jewish Fund
December 1, 1954
Page 3

EMERGENCY RE-ARRANGEMENT OF STAFF RESPONSIBILITIES:
APPROVAL BENSON JAFFEE RECEIVE \$300 FOR SERVICES
IN CONNECTION WITH STANTON HEIGHTS SELF-STUDY

See: Executive Com. Minutes (Joint)
United Jewish Fund
Federation of Jewish Philanthropies
Page 2
January 2, 1955

FJP BOARD APPROVAL RE RECOMMENDATION OF BUDGET
COMMITTEE ON ADMINISTRATIVE BUDGET CONCERNING
PUBLIC RELATIONS PROGRAM PART-TIME WORKER

See: Board Minutes
Federation Jewish Philanthropies
April 8, 1954
Page 2

APPOINTMENT OF RALPH ZIMMERMAN AS YOUNG ADULT DIVISIONAL
SECRETARY

See: Executive Committee
United Jewish Fund
December 19, 1954
Page 1

APPROVAL BY EXECUTIVE COM. TO FILL YOUNG ADULT DIVISION
SECRETARIAL POSITION UPON RESIGNATION OF MR. ADLER

See: Executive Com.
United Jewish Fund
November 28, 1954
Page 1

MOTION PASSED BY FJP BOARD TO APPOINT COMMITTEE TO
STUDY JOB CLASSIFICATIONS AND SALARY SCALES WITHIN
FEDERATION AND ITS AGENCIES.

See: Board of Directors
Federation Jewish Philanthropies
July 11, 1952
Page 2

COMMITTEE TO BE SET UP TO DISCUSS NEW WAGE SCALE
FOR CLERICAL STAFF OF FUND

See: Board of Directors
United Jewish Fund
January 22, 1951
Page 4

THREE WEEK LEAVE OF ABSENCE GRANTED EXECUTIVE DIRECTOR
DR MAURICE TAYLOR FOR TRIP TO ISRAEL SPONSORED BY
JEWISH AGENCY OF PALESTINE

See: Board of Directors
Federation Jewish Philanthropies
October 18, 1949
Page 1

ANNOUNCEMENT TO FUND BOARD OF APPOINTMENT OF DANIEL
BALSAM AS ADMINISTRATIVE SECRETARY OF THE YOUTH
ADVISORY COMMITTEE

See: Board of Directors
United Jewish Fund
December 10, 1946
Page 2