



*Chevrei* (Dear Friends):

I'm writing to inform you that Rachel Lefkowitz has decided to step down from her position as our synagogue administrator, effective January 22, 2021, to pursue another professional opportunity.

For the past two years, Rachel has been instrumental in keeping our office running smoothly. She brought many important innovations and improvements to our administrative operations. She led the efforts to improve our digital presence and communications, including a much-improved website, Facebook page, and blog. Our primary communication tools—Chadashot and the weekly newsletter—have become more professional and widely read.

In the past year, Rachel's work was crucial as we moved from in-person gatherings to almost 100% online operations. She organized and facilitated the online versions of our worship services, as well as our education and community programs. She managed an office staff working largely from home. And she spent countless hours working with our volunteer committee members to make *A Different Story* a wonderful, fun evening and an extremely successful fundraiser.

Perhaps as important as her administrative accomplishments, Rachel has brought kindness and warmth to her role as the primary contact for many members of our community. She made our congregants, volunteers, and friends feel included, valued, and appreciated. Her hard work and competence earned us friends and allies in the police department and the wider nonprofit community.

I am happy to say that Rachel and Jay will remain members of Bet Ha'am. So while we will miss Rachel greatly as our administrator, we can look forward to continuing to see her and Jay in our community.

A search committee will convene shortly to find and hire a new administrator for our office.

Please join us for a special shabbat service on **Friday, January 15, at 7:30 p.m.**, to honor Rachel and thank her for her service to our community. (If you do not have the January service link, please register for it [here](#) before noon on January 15.)

*B'shalom,*

A handwritten signature in black ink, appearing to read 'Lynn Urbach', written in a cursive style.

Lynn Urbach, President



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