



October 4, 2018

Dear Members of Kneseth Israel and Kol Shalom-

Your Joint Merger Discussion Committee (Howard Salob, Michael Snyder, Sharon Kolstad, Jody Goldsmith, Ron Katz, Marcia Lewis, Steve Stern, and Steve Sutton) have diligently held 36 meetings starting in January 2017. The Committee has achieved the following:

1. Agreement in principle that the merged congregation will affiliate with the USCJ, be led by a Conservative Rabbi, and hold egalitarian religious services.
2. Agreement on a draft of bylaws for the merged congregation
3. Completion of an independent analysis of both congregations' finances and accounting systems.
4. Selection of Levin/Brown & Associates, Inc. as our architect. Mark Levin will lead the project for his firm. The Joint Merger Discussion Committee will oversee the project on behalf of both congregations. Steve Sutton will be the point of contact between the Committee and Levin/Brown.

The project, called a "Master Plan" by Levin/Brown will have three phases:

1. **PHASE 1: Developing the "Program" for the merged congregation.** "Program" means the activities of the merged congregation and how a building needs to support those activities. This will entail meetings with members, leadership and staff to determine our priorities in using our synagogue building. Discussions will include individuals from both congregations. Based on the results of the discussions, Levin/Brown will document the "Program".

**An initial meeting will take place from 10:00 to 12:00 on Sunday, October 28, at Kneseth Israel with members of BOTH congregations asked to participate in discussion groups to give their views on needs of any renovated space at KI or KS.**

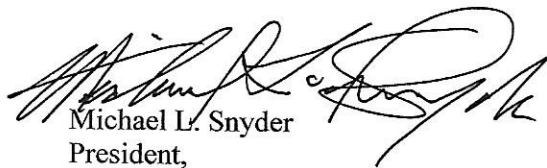
**Examples of Discussion Groups on October 28:**

- I. Youth Education, including Pre-School and DRRS Religious School, daycare, and school offices
- II. Youth Activities
- III. Administration Offices, including Rabbi's office, Reception, Administrator's Office
- IV. Gift Shop
- V. Adult Education, including library space and meeting space
- VI. Judaic Artifacts, including memorials and legacy artifacts
- VII. Religious Aspects affecting building use, including space for various services
- VIII. Event needs, including Lifecycle events, concerts, lectures, recreation, etc.
- IX. Kitchen
- X. Miscellaneous, including lobby, coat rooms, storage, lavatories, parking

2. **PHASE 2: Developing sketches of floor plans for a renovation of each building.** The architect bases the renovation sketches (floor plans) on the “Program. The members of both congregations will have an opportunity to comment on the draft sketches. The Joint Committee will provide Levin/Brown with comments on the draft sketches and will approve any revisions that become part of the final sketches. The contract only allows one review and comment cycle to arrive at the final sketches.
3. **PHASE 3: Predicting an estimate of construction cost associated with each possible renovation.** Levin/Brown will estimate the construction cost for the schematic floor plans. From the information provided by Levin/Brown, we can then ascertain what the potential merged congregation could have for a specific budget limitation (e.g., \$1.5M) or set of budget limitations. We would get more actual construction costs if we move ahead to the next phases, which would include more details of design.

At the completion of the project, each congregation can vote on whether to merge and where to locate, based on agreements in principle and the results of the architecture project.

Please contact any member of the Joint Merger Discussion Committee with your questions.



Michael L. Snyder  
President,  
Congregation Kneseth Israel



Howard S. Salob  
President,  
Congregation Kol Shalom