

VI. FACILITIES

VI.A.1. Guide to Use of Our Building

This guide specifies policies and information relating to the use of our building for worship, learning, the celebration of simchas, worthwhile community purposes and other events. The full guide is here:

<http://www.jrctogether.org/wp-content/uploads/2021/02/Guide-to-Use-of-Our-Building.pdf>

(5/15/2008)

VI.A.2. Green Building Policies

Continuing the dedication to environmental responsibility that was applied to the construction of JRC's current home, we are committed to instituting environmentally responsible policies and practices for the use of our building. The full policy is here:

<http://www.jrctogether.org/wp-content/uploads/2021/02/Green-Policies.pdf> *(1/2008)*

VI.A.3. Rental of JRC Building

VI.A.3.a. *(Approved 9/1987; rescinded and replaced 4/10/2019)*

VI.A.3.b. *(Approved 9/1987; rescinded and replaced 4/10/2019)*

VI.A.3.c. Groups wishing to use JRC must produce a suitable Certificate of Insurance at the time the agreement is signed. *(9/1987)*

VI.A.3.d. All fees are due with application (25% of the fee is nonrefundable). *(9/1987)*

VI.A.3.e. Meetings rooms will be assigned by the Executive Director. *(9/1987)*

VI.A.3.f. The JRC facility may be rented for private, corporate, or community events by JRC members and non-members under these conditions:

VI.A.3.f.i. JRC members will receive preferential consideration in terms of rental dates in case of scheduling conflict.

VI.A.3.f.ii. Renters may not promote ideas or activities that are antithetical to Reconstructionist Jewish values and traditions or that violate the egalitarian and inclusive policies of JRC.

VI.A.3.f.iii. Renters must agree to all terms in the rental agreement.

(4/10/2019)

VI.A.3.g. The Executive Director has the authority to approve rental requests. If the Executive Director questions whether the rental is in the best interests of the congregation, the Executive Director will consult with the President, Vice President for Administration, or a JRC clergy member before making a determination. *(4/10/2019)*

VI.A.4. Kashrut

VI.A.4.a. JRC EVENTS. The following shall apply to all JRC events (Bar/Bat/B'nai Mitzvah and other celebratory meals in the building, "pot-luck" meals, Oneg Shabbat and Kiddush receptions, or community events, etc.) at which food is served: *(4/7/1996; "B'nai" added 2/13/2019)*

VI.A.4.a.i. No meat or poultry, and no foods containing meat or poultry ingredients, are allowed except when served by a caterer certified as kosher by the CRC or another rabbinic body determined to be acceptable by JRC's Rabbi. *(4/7/1996)*

VI.A.4.a.ii. No shellfish, non-kosher fish, and no foods containing shellfish or non-kosher fish ingredients, are allowed. (4/7/1996)

VI.A.4.a.iii. No pork, and no foods containing pork ingredients, are allowed. (4/7/1996)

VI.A.4.a.iv. No foods containing a mixture of meat or poultry and dairy ingredients are allowed. (4/7/1996)

VI.A.4.b. JRC KITCHEN. Except when used by a kosher caterer following these guidelines, the JRC kitchen shall be a dairy/pareve kitchen with regard to food preparation, dishes, utensils, appliances, etc. (4/7/1996)

VI.A.4.c. NON-KOSHER CATERERS. Non-Kosher caterers may cater dairy/vegetarian events at JRC, and may use the JRC kitchen, subject to the preceding provisions, and to the following: (4/7/1996)

VI.A.4.c.i. Caterers must be provided with a copy of these Kashrut guidelines in advance of the event they will be catering, and must submit a copy of the proposed menu to the JRC Executive Director prior to the event. (4/7/1996)

VI.A.4.c.ii. Caterers may not unload any food for delivery into the building until a JRC staff person checks the invoice/order to ascertain that the food being delivered corresponds to the JRC-approved advance copy of the proposed menu. (4/7/1996)

VI.A.4.d. KITCHENS WHERE FOOD IS PREPARED. We want to be cautious about what foods we bring into the building, but we are not stringent regarding the type of kitchens in which they are prepared. This is similar to the operating principles which allow us to use non-kosher caterers for dairy/pareve meals. (4/7/1996)

Dairy/pareve foods prepared at home may be brought to the synagogue for community events, pot-lucks, Oneg Shabbat and Kiddush receptions, etc. When preparing foods at home, congregants should be sensitive to the levels of kashrut observance within the JRC community. Please comply with the following: (4/7/1996)

VI.A.4.d.i. A food prepared at home or purchased commercially should be checked to make certain that it contains no non-Kosher ingredients such as animal fat, lard, meat/poultry/shellfish and related ingredients. (4/7/1996)

VI.A.4.d.ii. Special care should be taken when purchasing commercially prepared baked goods. When buying foods for an Oneg Shabbat or Kiddush reception, it is necessary to check that the products are made with vegetable shortening and that they are dairy or pareve. (Remember that some people have milk allergies, and it is often helpful to know if the refreshments on the table have milk in them.) (4/7/1996)

VI.A.4.e. MEAT/POULTRY CATERED MEALS. The following shall apply to any meat or poultry meals catered at JRC by a caterer certified kosher by the CRC or another rabbinic body determined to be acceptable by JRC's Rabbi. If the Rabbi is unavailable, questions should be referred to the Executive Director and Ritual Practices Vice-President. Only caterers with current kosher certification may cater meat/poultry meals. (4/7/1996)

VI.A.4.e.i. The family/person using the caterer assumes any financial obligations for kashering (ritually cleaning) the kitchen if required by the caterer prior to an event. (4/7/1996)

VI.A.4.e.ii. Any kashering required by the caterer will be the responsibility of the caterer and not of JRC unless the event is a JRC-sponsored synagogue program such as a Pesach Seder. (4/7/1996)

VI.A.4.e.iii. Kosher meat/poultry meals should normally be delivered, prepared and sealed in warming dishes, pans, etc. so that a minimum of use needs to be made of JRC kitchen apparatus. (4/7/1996)

VI.A.4.e.iv. The kitchen surfaces, sinks and appliances may be used during the catering of a kosher meat/poultry meal provided that:

VI.A.4.e.iv.(1). The caterer assumes the responsibility for thoroughly cleaning all ovens, sinks, counters, etc. following the conclusion of a meat meal. *(4/7/1996)*

VI.A.4.e.iv.(2). There is no simultaneous use of the kitchen for another JRC event that would involve use of or preparation of dairy products. *(4/7/1996)*

VI.A.4.e.v. No meat/poultry may be brought into JRC for any purpose (such as a board dinner, committee meeting, school snack, etc.) that is not certified kosher by the CRC or another rabbinic body determined to be acceptable by JRC's Rabbi. *(Approved 4/7/1996)*

VI.A.4.f. FOLLOWING A MEAT/POULTRY MEAL. JRC will not consider it necessary to kasher the kitchen following a meat/poultry meal, but will consider thorough cleaning and removal of all meat/poultry products to be sufficient for purposes of continued dairy/pareve usage. *(4/7/1996)*

VI.A.4.g. *(Approved 4/7/1996; rescinded and replaced with VI.A.4.j. 2/13/2019)*

VI.A.4.h. *(Approved 4/7/1996; rescinded and replaced with VI.A.4.k. 2/13/2019)*

VI.A.4.i. PESACH (PASSOVER). Because of the Pesach prohibition on leavened foods and food containing leaven (hametz), no food should be brought into the building during Pesach unless ordered through the JRC office or school by JRC staff. *(4/7/1996)*

VI.A.4.j. KASHRUT POLICY BY LOCATION FOR JRC-SPONSORED EVENTS

VI.A.4.j.i. EVENTS AT JRC. All events held on JRC's building premises shall adhere to JRC's Kashrut policy. *(2/13/2019)*

VI.A.4.j.ii. JRC-SPONSORED SINGULAR EVENTS HELD OFFSITE. All JRC-sponsored events held offsite from the JRC building that are the congregation's only opportunity to participate in that event (e.g. beach services, break-the-fast at First United Methodist Church, kallot) should adhere to the same kashrut standards as if the event was held in the JRC building. *(2/13/2019)*

VI.A.4.j.iii. JRC-SPONSORED MULTIPLE-OPPORTUNITY EVENTS HELD OFFSITE. All JRC sponsored events held offsite from the JRC building for which congregants "opt in" (e.g. buy-in parties, Shabbat b'bayit dinners) shall offer at least one option (e.g. one buy-in party, one Shabbat b'bayit dinner) that adheres to the same kashrut standards as if the event was held in the JRC building. Kashrut observance at all other events offered may be at the discretion of the host. Any JRC event that is held offsite and does not align with JRC's Kashrut policy should clearly indicate as such so members can make an informed decision. *(2/13/2019)*

VI.A.4.k. SE'UDAT MITZVAH. While individual B'nai Mitzvah, wedding, baby naming receptions outside of the building are not officially JRC-sponsored events, they are considered to be a Se'udat Mitzvah, an extension of the religious service, and therefore should respect Jewish traditions; however, we are mindful that not every life cycle event is a public congregational one. When a JRC lifecycle ritual takes place at JRC (e.g. baby naming, B'nai Mitzvah, wedding), in which Kiddush and Motzi are recited as part of the ceremony, and the Se'udat Mitzvah does not take place at JRC, the JRC member hosting the event should provide at least the equivalent of Kiddush and Motzi at JRC that adheres to JRC's Kashrut policy. *(2/13/2019)*

VI.A.5. Weapons Ban Resolution

Resolved, that in response to the Illinois Firearm Concealed Carry Act (Public Act 098-0063), which became law on July 9, 2013, the Jewish Reconstructionist Congregation prohibits the carrying of

concealed firearms and other concealed weapons at all times anywhere on its property. The Jewish Reconstructionist Congregation will post a 4 inch by 6 inch sign on building entrances stating No Firearms or Weapons Allowed on This Property. The Jewish Reconstructionist Congregation will create and post new signs once the Illinois State Police adopts rules for standardized signs to be used at Prohibited Areas. (12/11/2013)

VI.A.6. Food Allergens

VI.A.6.a. RATIONALE. JRC strives to be a safe and inclusive environment for JRC members and guests of all ages, while honoring tradition and encouraging personal and communal responsibility. We value the preparation and sharing of food in our community, balanced with raising awareness about the risks of food allergens and acknowledging issues of potential liability. (9/11/2019)

VI.A.6.b. RECOMMENDATIONS ON SERVING OF ALLERGENS.

VI.A.6.b.i. JRC strongly discourages serving any food containing nuts or other potentially dangerous food allergens. (9/11/2019)

VI.A.6.b.ii. If served, foods containing nuts or other potentially dangerous food allergens should be clearly labeled. (9/11/2019)

VI.A.6.b.iii. In general, stand-alone foods that are themselves potentially dangerous allergens (e.g. peanuts or tree nuts) should not be served at all. (9/11/2019)

VI.A.6.c. LABELING OF FOOD SERVED.

VI.A.6.c.i. Store-bought and commercially prepared foods should have original labels publicly available. (9/11/2019)

VI.A.6.c.ii. Homemade or other non-catered food should display labels that clearly indicate potentially allergenic ingredients and note the conditions of preparation. (9/11/2019)

VI.A.6.c.iii. JRC will provide blank food labeling materials that can be used to indicate information about potential allergenic ingredients, who prepared the food, and where the food was prepared. (9/11/2019)

VI.A.6.d. SERVING OF FOOD.

VI.A.6.d.i. Individuals with known food allergies should be invited to serve themselves first. (9/11/2019)

VI.A.6.d.ii. Members and guests should be encouraged to avoid food mixing and cross-contamination. (9/11/2019)

VI.A.6.e. POLICY EXCEPTIONS. Policy exceptions require prior approval of JRC's Executive Director (in consultation with senior staff and lay leadership, as appropriate). (9/11/2019)

VI.A.6.e.i. Policy exceptions allowing allergens to be served may be made, for example:

VI.A.6.e.i.(1). When the allergen is intrinsic to a ritually important food (e.g. nuts in charoset). (9/11/2019)

VI.A.6.e.i.(2). In unusual circumstances (e.g. serving a grandparent's beloved walnut cake at a baby naming). (9/11/2019)

VI.A.6.e.i.(3). In other specific circumstances. (9/11/2019)

VI.A.6.e.ii. Under any policy exception:

VI.A.6.e.ii.(1) An alternative food should be offered that does not contain the allergen. (9/11/2019)

VI.A.6.e.ii.(2) Food containing the allergen should be prepared off-site, clearly labeled, and segregated from other foods to avoid cross-contamination. (9/11/2019)

VI.A.6.f. STAFF'S AND EVENT VOLUNTEERS' RESPONSIBILITIES. JRC staff members and lead event volunteers reserve the right to remove nuts and other allergen-containing foods from public areas, to segregate food with allergens away from other foods, and/or to require additional labeling. Additional specific prohibitions and procedures may be announced and/or enforced based on the presence of members or guests with life-threatening food allergies. (9/11/2019)

VI.A.6.g. ALLERGIC INDIVIDUALS' RESPONSIBILITIES.

VI.A.6.g.i. Adults with food allergies and the parents of children with food allergies retain primary responsibility for avoiding allergenic foods. (9/11/2019)

VI.A.6.g.ii. Adults and parents are encouraged to highlight any food allergies to JRC's Early Childhood, Religious School and event staff. (9/11/2019)

VI.A.6.g.iii. Members may develop a written plan with JRC staff regarding protocols and procedures related to an individual child's food allergies or related medical conditions, which will guide the family and JRC following its written approval by the parent(s) of the child and by JRC's Executive Director. (9/11/2019)

VI.A.6.g.iv. Individuals dissatisfied with JRC's approach to food allergies are encouraged to provide alternative food that is safe for themselves and/or their children and that complies with JRC's kashrut and other policies. (9/11/2019)

VI.A.6.h. APPLICATION OF POLICY. JRC staff and senior lay leadership should develop and publicize procedures and guidelines in support and maintenance of this policy. (9/11/2019)

VI.A.6.i. COMMUNICATION.

VI.A.6.i.i. Applicable aspects of JRC's food allergen policy, procedures and guidelines should be shared with renters, caterers, pot-luck contributors, members, and others, as appropriate. (9/11/2019)

VI.A.6.i.ii. Applicable aspects of JRC's food allergen policy, procedures and guidelines should be displayed on informational signage in kitchen and food service areas, as appropriate. (9/11/2019)

VI.A.6.j. DISCLAIMER. Procedures and guidelines should include a disclaimer substantially similar to the following: "These guidelines represent a good-faith attempt by JRC to create a 'nut/nut product-free environment' in its building and on its grounds and to eliminate other common food allergens. However, given the pervasiveness of products containing nuts and other food allergens, JRC cannot guarantee that its building or grounds are 100% free of same. Further, no warranty, either express or implied, is made with respect to JRC's efforts to maintain a food allergen-free environment. JRC will, therefore, not be responsible for any loss, inconvenience, damage, or claim arising from the use of its facilities by persons who may suffer from food allergies. It is, therefore, important that all allergic persons and their families continue to exercise appropriate safeguards." (9/11/2019)