



Starting a JGS: ORGANIZING THE FIRST MEETING

Deborah Long, [Triangle Jewish Genealogical Society](#) (2015) Revised 2022

Congratulations on your decision to organize your first meeting! Here are some suggestions:

- Send out notices of a first meeting to every Jewish group and place of worship in your area. Include synagogues, Hillels, kehillahs, university Jewish studies departments, Jewish Community Centers, Jewish retirement communities, Jewish day care centers, Hadassahs, and Chabads. Google “Jewish + [your city]” and you should find quite a few possibilities. (For a sample email notice, go to the end of this document).
- Send out notices to your Jewish friends and acquaintances as well as spouses with Jewish families/roots.
- Contact JewishGen to send to its subscribers in your zip codes. (To find the appropriate zip codes, go to <https://tools.usps.com/go/ZipLookupAction!input.action>). The [current IAJGS president](#) will help you make this contact.
- Send out notices to your local newspapers, particularly local Jewish newspapers. If you have a local religion column or religion editor, send a notice to that individual as well.
- Send an e-mail message to announce upcoming programs via the local Jewish community-wide interactive e-mail distribution list.
- Hand-deliver flyers to post on bulletin boards at local synagogues, JCCs and other places that attract Jewish people.
- Mail a hard copy version of the flyer to the local libraries.
- Announce on Facebook.
- Contact the local “non-Jewish” genealogical society to make them aware that a local Jewish genealogical society is in formation.
- Contact your local Mormon church for support, ideas, and help with promotion. The Church may have a local genealogy library or research area where you can post a notice.
- If you have a Jewish newspaper in your community, send them a press release to reach out to their readers.

Once you receive responses to these communications,

- Choose from the most enthusiastic responses a few individuals who you can ask to volunteer to help you organize the first meeting. You will need to establish a date/time for the first meeting when all these first volunteers will commit to being there to help you. If possible, meet with them in a small group and determine if there is interest in creating a JGS in your area.
- Ask them to serve as interim board members.
- If possible, find a central meeting place that is easy to find. Libraries often offer free meeting space and usually have good parking and are accessible. Jewish Federation office, retirement homes, and community centers are other good options.
- You will want to offer some light refreshments.
- Early afternoon on Sunday is a good first meeting time.

Sample Notice

Dear Triangle Resident:

I invite you to join a group of interested members of our community in the **first meeting** of the **Triangle Jewish Genealogical Society**.

The meeting will be held on **Sunday, October 21, 2012, from 2 – 4 p.m.** at a convenient location off I-40/Exit 276 in Durham, right across the street from Southpoint Mall.

Whether you are:

- a beginner who wants to pass on your family history to your children and grandchildren;
- the family historian who want to contribute your research to the larger Jewish genealogical family;
- looking for lost or forgotten relatives;
- a Holocaust survivor or a child of survivors still searching for loved ones lost during the *Shoah*;
- a non-Jew looking for your lost Jewish heritage or helping family members find their histories;
- an individual wants to get in touch with one's Jewish heritage;
- a member of the Triangle who wants to be a social part of your community's new Jewish organization...

Please join us on Sunday, October 21. The program includes an opportunity to gauge the interest in creating a formal genealogical organization in this area. Part of the program will involve an introduction to basic research resources and a brief presentation about one Triangle resident's incredible discoveries about her Holocaust past.

Please RSVP me, Deborah Long, by emailing DebbieTheTeacher@gmail.com or by phone: 919.968.3742.

Sincerely,

Debbie Long

Meeting place:

Fonville Morisey Center for Real Estate Studies near Southpoint Mall (I-40/Exit #276)
6905 Fayetteville Road, Suite 204, Durham, NC

Directions: Take I-40 to exit # 276 south. The Renaissance Center will be on your left, across from the Streets at SouthPoint. The classroom/meeting place is in a two-story office complex on the second floor.

Sample flyer

ORGANIZATIONAL MEETING FOR A JEWISH GENEALOGICAL SOCIETY IN THE CHAPEL HILL- DURHAM-RALEIGH AREA

Meeting place

Fonville Morisey Center for Real
Estate Studies near Southpoint Mall
(I-40/Exit #276)

**6905 Fayetteville Road,
Suite 204, Durham, NC**

Directions: Take I-40 to exit # 276
south.

The Renaissance Center will be on
your left, across from the Streets at
SouthPoint.

**The classroom/meeting place is
in a two-story office complex on
the second floor.**

Elevator at north end of building.



SUNDAY, OCTOBER 21, 2012, 2-4 p.m.

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**Please RSVP Deborah Long at
DebbieTheTeacher@gmail.com or by
phone: 919.968.3742.**

replace with
LOGO

[COMPANY NAME]
[Address, City, ST ZIP Code]
[Telephone] | [Email Address] | [Web Address]