

TEMPLE BETH SHIRA BROTHERHOOD BY-LAWS
(2006 Revision)

ARTICLE I. NAME

The name of this organization shall be "Temple Beth Shira Brotherhood."

ARTICLE II. PURPOSES

The purposes of this organization shall be to assist in the development of Temple Beth Shira as a Reform Jewish Congregation, to promote fellowship and to provide a social, recreational, and educational medium for the Jewish men of the community.

ARTICLE III. MEMBERSHIP

- 1 Any male, at least 18 years of age, and a member of Temple Beth Shira willing to dedicate himself to the objectives of this organization, shall be eligible for membership.
- 2 All applications for membership will be subject to approval by the Board of Directors.
- 3 Honorary memberships may be granted by the recommendation of the Board of Directors and with the approval of the membership to those individuals who have contributed in an outstanding and singular manner to the welfare and benefit of the organization and/or the Congregation. Such honorary member, however, shall neither pay dues nor be eligible to vote or hold office in the organization.
- 4 Male members of Temple Beth Shira, at least 18 years of age shall, at the discretion of the Board, be invited to become dues-free members of the Brotherhood or its designee.

ARTICLE IV. BOARD OF DIRECTORS

- 1 The fiscal year of the Brotherhood shall be July 1, to June 30. This will coincide with the Temple's Fiscal Year.
- 2 There shall be a Board of Directors consisting of seven people elected by the membership for terms of three years. Newly elected Directors shall assume office at the start of the next fiscal year.
- 3 At its first election, the Brotherhood shall elect two Directors to serve for one year, two Directors to serve for two years, and three Directors to serve for three years. As the above terms expire, the Brotherhood shall thereafter elect each Director for a term of three years.
- 4 Directors shall not be elected for more than two consecutive three-year terms. Members who have previously served on the Board of Directors may be eligible for election or appointment after a one year absence from the Board.
- 5 The Spiritual Leader and the President of the Congregation shall be invited to attend and participate in all Board of Director's meetings, although they shall not be official

- members of the Board, nor shall they be permitted to vote.
- 6 The Board of Directors shall set the duties of the standing committees and conduct the business of the organization between regular meetings.
- 7 The Board of Directors shall approve all plans and projects of the standing committees.
- 8 The Board of Directors shall review the budget for the coming year and submit it to the membership for approval at the Annual Meeting.
- 9 Absence of any officer, member or elected member of the Board of Directors from three regular meetings in one year without reasonable cause shall vest in the Board the discretion to declare the seat vacant.

ARTICLE V. OFFICERS

1 The officers of this organization shall be President, Vice President, Secretary, and Treasurer.
2 Officers shall be elected for a term of one year by the Board of Directors from among the elected members of the Board at a meeting called by the President at a time not to exceed two weeks after the annual meeting but before the start of the next fiscal year. The Officers shall be limited to three consecutive terms in their respective offices.

3 Elected Officers must be members in good standing of this organization and of Temple Beth Shira.

4 The President shall conduct all meetings of the organization and the Board of Directors, supervise the activities of the organization, make all committee appointments and carry out the instructions of the membership in accordance with the By-Laws. He or his designated representative shall represent the membership of the Brotherhood at all functions pertaining to Temple Beth Shira. The President shall serve as the Brotherhood's representative on the Temple Board of Directors.

5 Vice President - The Vice President shall fulfill the duties of the President in his absence or incapacity. The Vice President should be willing to serve as President immediately following his present term. The Vice President will assume other responsibilities as assigned by the President.

6 The Secretary shall keep an accurate record of the minutes of the meetings of the organization and the Board of Directors, and shall be responsible for the correspondence of the organization and for keeping complete and accurate records thereof. He shall notify members of the date, time and place of all meetings.

7 The Treasurer shall accept all dues and monies for the organization, and shall keep complete and accurate records of all financial transactions. He shall be custodian of the funds and shall deposit all funds received in an account as approved by the Board of Directors. He shall pay all bills as directed by the Board of Directors and shall submit his records for examination by the President or the President's appointed auditing committee upon demand. The Treasurer shall prepare a financial report after the end of each fiscal year, and shall prepare other financial reports at the request of the President. The Treasurer shall prepare the budget for the next fiscal year and submit it to the Board of Directors for their approval.

8 Vacancies occurring during the term of office of any officer or member of the Board of Directors shall be filled by appointment by the President with confirmation by the Board of Directors. Such appointee shall serve for the remainder of the unexpired term.

ARTICLE VI. COMMITTEES

- 1 An Executive Committee consisting of all officers shall meet upon the call of the President.
- 2 The standing committees of the organization shall be: Membership, Programming, and Ways and Means. Each committee shall be headed by one of the Directors. Each respective Director shall select additional committee members as required.
- 3 The President shall appoint a Parliamentarian from the Board of Directors who shall also serve as the chairman of the Committee on By-Laws. The Parliamentarian shall be conversant with the By-Laws and Robert's Rules of Order (Latest Revision), and shall assist the presiding officer in ruling upon any question of parliamentary law, order or procedure.
- 4 The President shall appoint a Nominating Committee in February of each year. The President should try to appoint at least two members from the general membership and two members from the Board of Directors to the Committee. Committee members shall be ineligible for nomination.
- 5 The President may appoint additional committees as may be necessary.

ARTICLE VII. ELECTIONS

- 1 A nominating Committee shall submit its list of nominees to the Secretary who shall mail the nominations to the entire membership at least two weeks prior to the Annual Meeting.
- 2 Additional nominations may be submitted by the written motion of any member directed to the Secretary, provided that said nomination bears the signature of 4 additional seconding members, and be received not less than 5 days prior to the Annual Meeting.
- 3 Directors shall be listed in a single ballot. Each Brotherhood member present and voting shall cast one vote for each vacancy to be filled, and those candidates receiving the highest number of votes shall be declared elected.

ARTICLE VIII. MEETINGS

- 1 Regular meetings of the organization shall be held once each month from September to June.
- 2 Regular meetings of the Board of Directors shall be held once each month from September to June.
- 3 The president may call additional special meetings as necessary with a specified agenda announced in advance of the special meeting.
- 4 Upon written request from 2 officers or 25 percent of the members, the president shall call a special meeting.
- 5 A quorum for the legal transaction of business at a general meeting shall consist of 10 members. A quorum for the Board of Directors shall consist of 4 members. The Secretary shall determine whether a quorum exists at each meeting.

ARTICLE IX. DUES AND ASSESSMENTS

- 1 The annual dues of the organization shall be in such amount as may be determined by the Board of Directors and shall be announced and payable in advance of the September meeting.
- 2 Members who shall have been declared in arrears in payment of dues, shall be ineligible to vote or to hold office until such payment is made, provided, however, that for extenuating

circumstances, the Board of Directors may grant an extension of time for members who request extensions.

3 Special assessments may be levied upon recommendation of the Board of Directors with approval of a majority of the membership.

ARTICLE X. PARLIAMENTARY AUTHORITY

Robert's Rules of Order (Latest Revision) shall govern the procedure of the organization except where the By-Laws differ. In such event, the provisions of the By-Laws shall take precedence.

ARTICLE XI. AMENDMENT OF THE BY-LAWS

These by-laws may be amended at a Brotherhood meeting, provided the proposed amendment has been submitted in writing to the Board of Directors at least six days prior to the meeting. In addition, the proposed amendment must have been read at one general meeting for action to be taken upon at the following meeting. The Board of Directors may inform the members of its opinion on the proposal. A two-thirds vote of those present is necessary for adoption. Upon adoption, an amendment immediately becomes part of the by-laws.