

Congregation of

Tifereth Israel Congregation

of

New Castle, Pennsylvania

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ARTICLE I.

Section 1. This organization shall be known as Congregation Tifereth Israel.

ARTICLE II.

Objects

Section 1. To provide a place of worship of the God of Israel, and to serve the community in its religious, cultural and educational needs, according to the rights and customs of Traditional Judaism.

Section 2. To perpetuate, disseminate and teach the ideals, principles and religious practices of Judaism according to the Torah, Talmud and Sages, through religious services, an educational program, and other suitable activities and functions.

Section 3. To provide a practical means of forming enduring friendships and to take an active interest in the civic, social and moral welfare of the community.

Section 4. To encourage efficiency and promote higher moral standards.

Section 5. To promote by precept and example the principles of good government and serviceable citizenship.

ARTICLE III.

Membership

Section 1. Only such persons shall be admitted to membership who believe and live up to the Jewish Faith and are of good moral character.

Section 2. All applications for membership must be in writing upon proper form, setting forth the name, age, occupation, if married, date of marriage, residence, etc., and recommended by two members of the Congregation.

Applications will be acted upon by the Board of Directors. A majority will elect.

ARTICLE IV.

Discipline

Section 1. Membership dues shall be payable in advance on Jewish New Year.

Any member who shall be one year in arrears in the payment of dues shall be suspended by the Board of Directors, and be so notified by the Secretary in writing. Such member, upon payment of arrears and upon application for re-instatement to the Board of Directors, may, by a two-thirds (2/3) vote of said Board, be re-instated.

Section 2. Any member whose membership in the Congregation has been terminated shall forfeit all interest in any funds or other property belonging to the Congregation.

ARTICLE V.

Officers

Section 1. The officers of this Congregation shall be:

1. President.
2. Three (3) Vice Presidents.
3. Corresponding Secretary.
4. Financial Secretary.
5. Treasurer.
6. Eight (8) Directors (3) Trustees and (5) Directors) elected annually as prescribed by the By-Laws, and shall be active members in good standing. At its first meeting, or any subsequent meeting, the President may announce the appointment of additional Board Members.

Section 2. All officers and directors shall enter upon their official duties on the day of their election.

Section 3. The Board of Directors shall determine the policies and activities of the Congregation, elect and discipline members, approve the budget, approve bills, and have general management of the Congregation during their year in office until the general meeting. They may spend an amount up to One Thous-

and (\$1,000.00) Dollars without a Congregational meeting being called.

Section 4. The Board will meet at least once each month, or at the call of the President or ten members of the Board.

Section 5. The majority of the members of the Board of Directors shall constitute a quorum.

ARTICLE VI.

Rule of Order

Section 1. "Robert Rules of Order" shall be the parliamentary authority for all matters of procedure not specifically covered by the Constitution and By-Laws.

ARTICLE VII.

Amendments

Section 1. Any amendment to the Constitution or By-Laws approved by the Board may be adopted by a two-third vote of the active members present at any meeting of the Congregation, provided written notice of the proposed amendment shall have been given to the members ten days prior to the meeting.

BY-LAWS

— Section One —

Nomination and Election of Officers

1. The President shall appoint a nominating committee of three members to present a slate of candidates for the offices, such slate to be presented to the Congregation in the election notice. Notice to be in writing ten (10) days prior to the meeting.

2. The election of the officers shall be held on the first Sunday after Shavuous at the annual meeting of the Congregation. New officers to assume offices immediately after election.

3. The President shall appoint three members who are not candidates for office to act as judges of the election and tellers. The chairman shall appoint one of these men to act as chairman of election. They shall prepare, distribute and count the ballots and announce the winners of the election, those receiving the highest vote. Election and vote by written ballot only.

4. Only active members in good standing may vote. A new member must be active three months before he may vote.

5. In case of a vacancy in any office, with the exception of the President, the Board of Directors will appoint same, said officer to serve for the unexpired term of said office.

— Section Two —

Duties of Officers

1. **PRESIDENT:** The President shall preside at all meetings of the Congregation as well as all Board Meetings. He shall supervise the work and activities of the Congregation and perform such duties as usually pertain to the office.

2. **VICE PRESIDENT:** In the event of the absence or inability of the President to perform his duties, the Vice President shall perform same.

3. **CORRESPONDING SECRETARY:** He shall record accurately all the minutes of the meetings of the Congregation and Board of Directors. His records will be kept in a Minute Book and at the expiration of his term of office, turn same over orderly to his successor.

4. **FINANCIAL SECRETARY:** He shall keep all the books of accounts of the congregation in good order. He shall receive all monies collected from dues and all other congregational activities. He shall turn all monies received by him to the Treasurer, who will issue receipts therefor. He shall keep correct books of receipts and disbursements. He shall make out all warrants as directed and sign same. He shall present and read an annual report of all finances of the Congregation at the annual meeting of Shavuous. He shall turn over to his successor all records of his office.

5. **TREASURER:** He shall receive all monies collected by the Financial Secretary, and issue receipts for the same. He shall deposit all monies of the Congregation in a bank designated by the Board of Directors in the name of the Congregation. He shall turn over to his successor all monies, books, documents, papers, etc., in his possession belonging to the Congregation.

6. Two of three signatures shall be required to validate checks drawn on the Congregational bank account, such signatures being: The President, the Treasurer and the Financial Secretary. These officers shall furnish surety bond, premium to be paid by the Congregation.

— Section Three —

Meetings

1. The Board of Directors will meet at least once per month. Special Meetings may be called by the President or ten members of the Board of Directors or by a petition signed by ten active members stating the purpose of same.

2. Twenty-five (25) active members shall constitute a quorum at any regular or special meeting of the Congregation.

3. Voting privileges shall be vested in the head of the family.

ARTICLE IV.

Membership Dues

1. Membership dues shall be at a minimum as set by the Board of Directors.

ARTICLE V.

Rabbi, Chazon, Sochet

1. All applications for Rabbi, Chazon, or Sochet must be approved by the Board of Directors. A majority vote at a special Congregational meeting will elect.

ARTICLE VI.

Rabbi

1. Board of Directors shall enter into a contract with the Rabbi after he is elected by the Congregation, outlining his duties between himself and the Congregation.

2. The Rabbi is the spiritual leader of the Congregation, with all the rights, privileges and responsibilities incumbent upon this position, including among his duties, the general supervision of all religious activities and functions, to include (though not exclusively) the Hebrew School, Sunday School, and Synagogue Services.

3. The Rabbi must be a duly ordained individual from a recognized Rabbinical Seminary.

ARTICLE VII.

Chevra Kadusha

1. The Chevra Kadusha shall have sole charge of the cemetery of the Congregation as to maintenance, collection of fees, disbursements of funds in their treasury. It shall have sole right as to the sale and use of plots in the cemetery. All burial ritual shall be conducted under the jurisdiction of Tifereth Israel Congregation and all its activities are under the exclusive jurisdiction of the Board of Directors. Its President is automatically a member of the Board of Directors, and shall make a report of all its activities and financial reports at the direction of the Board of Directors of the Synagogue.

ARTICLE VIII.

Jurisdiction of the Board

1. All organizations in the Congregation shall be under the jurisdiction of the Board of Directors. This shall include along with Chevra Kadusha, the Men's Club, The Sisterhood, Sunday School, Hebrew School, and any and all organizations which shall be formed in the future.

ARTICLE IX.

Committees

1. The President shall appoint the following committees:

1. House
2. Religious
3. Membership
4. Chevra Kadusha
5. Building
6. Welfare
7. Ways and Means
8. Publicity
9. Special Building
10. Nominating
11. Education Committee

and any other committees necessary to function for the good and welfare of the Congregation. The chairman of each committee named will make his report to the Board of Congregation at the next regular meeting of either.

ORDER OF BUSINESS



1. Roll call of officers.
2. Reading minutes of last meeting.
3. Reports of committees.
4. Old business.
5. New business.
6. Reports of Financial Secretary and Treasurer.
7. Good of Congregation.
8. Adjournment.

