

Section 1. All meetings of the Congregation shall be held in the City of New York, at the synagogue of the Congregation.

C O N S T I T U T I O N

A N D

B Y - L A W S

of the

C O N G R E G A T I O N T I F E R E T H I S R A E L

Passed in General Meeting

January 10, 1932

At 2:30 P.M.

BY-LAWS

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Section I. All meeting of the Congregation shall be held in the City of New Castle, Lawrence Co., Pa., at the Synagogue of the Congregation Tifereth Israel.

Section II. Notice of all Congregation meetings for the transaction of business shall be given by written notice by the Secretary of the Congregation at least three days previous of the time appointed of such meeting.

Section III. The Annual Meeting of the Congregation shall be held on Sunday Shalomaide Sookes 2:30 P.M. Election of Officers and transaction of other such business that may be regularly brought before the Meeting. Should this Sunday be a holiday, the Meeting shall then be held at 7:30 P.M. on that day.

Section IV. Special meetings of the Congregation may be called by the Session of the Congregation or Board of Directors, and it shall be the duty of the Board of Trustees upon a request in writing signed by not less than ten members of the Congregation setting forth the purpose for which the meeting is to be called to call such special meeting and give the proper notice, and in case the Board of Trustees upon such request being made, neglect or refust to call a special meeting and to give the proper notice, such meetings may be called and the notice thereof given by the persons making the request, and if any expense is necessarily incurred for the publication of the proper notice, such expense shall be paid by the Treasurer out of the funds of the Congregation.

Section V. The call and notice for any special meeting shall be in writing, and shall set forth the business which shall be brought before the meeting, and no other business shall be transacted by such meeting than set forth in the call and notice.

Section VI. Thirty members shall constitute a quorum for the election of officers at the annual meeting, but for all other purposes and all special meetings twenty members shall constitute a quorum.

Section VII. All votes taken in the general or special meetings of the Congregation except votes for the election of officers shall be VIVA VOCE or by rising vote in the discretion of the President. Votes for the election of officers shall be by ballot unless otherwise ordered by a majority of the members present. Provided that no person shall vote by proxy either written or verbal.

Section VIII. The Secretary shall keep the minutes of the Board of Directors, and also the minutes of the meetings of the Congregation, in the Book provided for that purpose and in his absence, inability or failure to do so a secretary protempore may be appointed by the meeting or Board of Trustees as the case may be.

Section LX. In order to elect a Rabbi or Chason the Rabbi or Chason application must first be approved the Board of Directors and then must be approved by the majority of the membership of the congregation.

Section X. All money due the Congregation shall be paid the Secretary, who in turn shall be paid to the Secretary, who in turn must immediately turn same over to the treasury. The Treasurer to give a receipt to the Secretary for all money he receives and keep proper records. And shall at the close of the year and at such other times as the Board of Directors shall require must render a full and correct statement of the accounts, receipts, and

expenditures of the Congregation.

The Treasurer shall not pay out any money unless he has a voucher signed by the President and Secretary of the Congregation.

All bills of the Congregation running above \$10.00 must be approved by the Board of Directors before they can be paid.

The Treasurer shall furnish bond to the amount to be set by the Board of Directors.

Section XI. All books and vouchers kept by any officer of the Congregation shall be kept within the City of New Castle and shall be open to examination and inspection by any member of the Congregation, his agent or attorney or any proper authority of the Synagogue, who shall desire to examine or inspect the same at any reasonable time.

Section XII. The Board of Directors shall have the power to make contracts and appoint necessary agents and factors in the business of the Congregation. And that is may not exceed the sum of \$100.00 if it exceeds \$100.00 a special Congregational meeting must be called for its approval.

Section XIII. These By-Laws may be amended, repealed, or new By-Laws enacted at any meeting of the Congregation where a quorum is present, provided that in the call and notice for such meeting notice shall have been given, that at such meeting it is proposed to amend, repeal, or enact new By-Laws. And if it is proposed to amend or repeal the notice shall set forth the numbers of the sections to be amended or repealed.

Section XIV. The membership of this Congregation shall consist of those members whose dues are paid in full prior to the General meeting. Unless dues are paid in full prior to the General Meeting or election, the member loses his voting rights and loses his rights to hold office.

Then the Secretary shall send all members whose dues have not been paid prior to the

general election a registered letter of notice advising such members unless they pay their dues within thirty days they will become suspended as members of the Congregation.

Section XV. A regular meeting of all members is to be held every three months, on the second Sunday in January, April, July and October, for the purpose of paying off dues, and any business to be transacted that will be recommended by the Board of Directors.

Section XVI. All members of the Congregation are entitled to use the Synagogue for all special services such as YorZiet and Chupo, and use basement for weddings, provided he pay for the cleaning.

All non-members shall pay a fee of \$1.00 for Yor-Ziet and \$5.00 for use of Chupo and pay for all cleaning in case they use the basement.

The Rabbi shall collect \$5.00 for use of a Chupo whether it be the Congregation or his own.

CONSTITUTION

Article I. At the annual meeting the following officers are to be elected: President, Vice President, Treasurer, Secretary and three Trustees, and five Directors, to be elected by the congregation.

Article II. The annual dues of each member shall be \$15.00, unless changed by a special meeting and approved by two-thirds vote of the members of the Congregation. Dues may be paid quarterly and must be paid in full before the Holy days of each year. Any member not owning a seat must pay \$3.00 extra for his seat.

Article III. No member is allowed to address unless he is recognized by the presiding officer. No member is allowed to talk to another during the meeting. Any member that will not obey order, the presiding officer may put a fine on him of not less than \$1.00 and not

over \$5.00 and the same must be paid within 60 days, or the Board of Directors may suspend him from the Congregation without further notice.

Article IV. If any of the members have a dispute with one another either one may ask the president to appoint a committee of two and the president being the third, to settle the matter in a satisfactory manner and charge the members whatever the committee may think necessary and the money to go to the Congregation. If a member should arrest or cause to be arrested any other member before he calls on the president, he should be fined \$10.00.

Article V. If any member be away from town during the holidays the regular charge

Article V. If a member be away from home. The seat committee seating before the holidays has the right to assess a non-member, a visitor or boy, the amount he is to pay for his seat.

Article VII. In case of a Death of a member or non-member. This matter of paying for a plot in our cemetery is left to the Directors of Chevra Kadsha. But no family living in New Castle can own a plot in the cemetery unless he is a member of the Tifereth Israel Congregation. In case a member buys a plot in the cemetery and withdraws from membership at anytime he forfeits his rights to own the plot. In case of proverty, the Board of Directors have the right to decide what action is to be taken.

Article VIII. A father, son or son-in-law or two brothers cannot hold office together at the same time. No member can run for an office unless in good standing. No member can run for office unless being a member for six months.

Duties Of The President

He shall preside at all meetings. He must see that all attendants at the meeting must keep order and must inforce fine accordingly on all those who do not obey. When a vote is taken and the A's and N's are equal he may

decide what, to suit himself. He has the privilege to spend for the benefit of the Congregation up to \$5.00 without consulting the Board of Directors but must present an itemized bill for same within 30 days, or before he spends any more.

2. Reading the minutes of the last meeting.
3. Regular business.
4. Special business.
5. Reports from special committees.
6. Reports from standing committees.
7. Unfinished business.
8. Miscellaneous.
9. For the good of the Congregation, or anything to offer.
10. Meeting adjourns.

[Handwritten signature]

RULES OF MEETING

1. Members will be seated at their proper places.
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