

CONSTITUTION AND BY-LAWS
OF THE
JEWISH COMMUNITY CENTER OF CONNELLSVILLE

ARTICLE I.--NAME

The name of the corporation shall be "THE JEWISH
COMMUNITY CENTER OF CONNELLSVILLE, PENNSYLVANIA".

ARTICLE II.--PURPOSE

The purpose of this corporation shall be as follows:
To provide a meeting place for the Jewish Community, and to promote the improvement of the spiritual, social, educational and physical condition of its members. This shall be done by the support and maintenance of the property of the corporation of a building or buildings, or such other facilities as may be necessary to promote the foregoing purposes.

ARTICLE III.--MEMBERSHIP

Section (a)--The Board of Directors shall establish membership classifications and rates of dues to be paid by each class of membership. When so adopted, the classifications and rates approved by the Board of Directors shall have the same force and effect as if incorporated in said By-Laws, subject only to ratification thereof at the First Annual Meeting of the

ARTICLE III.--MEMBERSHIP (CONT.)

incorporators. Use and distribution of dues shall be determined by and within the sole discretion of the Board of Directors.

Section (b)--Any person may become and remain a member of this organization, as classified, by paying the dues which may hereafter be established by the Board of Directors hereof, and shall thereupon be entitled to all of the benefits and privileges of this organization and its facilities, according to the classifications and regulations established from time to time by the Board of Directors.

Section (c)--The term of such membership shall begin on the first day of March each year, and membership dues shall become due on the first day of March of each year.

Section (d)--Any member who has failed to pay his or her dues within ninety (90) days shall be subject to suspension from membership and shall not be entitled to any of the benefits and privileges thereof, provided however, that the Board of Directors may remit or waive or postpone the payment of dues by any member whom the Board of Directors deems to be unable to pay the same, but should nevertheless be entitled to the benefits and privileges of membership.

Section (e)--Honorary Membership may be bestowed upon such persons as the Board of Directors may deem worthy thereof,

ARTICLE III.--MEMBERSHIP (CONT.)

by a two-thirds vote of the Directors present at any regular or special meeting of the Board of Directors. The duration of such Honorary Membership shall be at the pleasure of the Board of Directors and may be terminated by said Board at any time. Honorary Members shall enjoy the full privileges and benefits of the organization but shall not be required to pay dues under any of the classifications adopted. However, they shall have no vote, either at meetings of the membership or the Board of Directors, unless such Honorary Member shall in addition to such Honorary Membership, be selected as a member of the Board of Directors.

ARTICLE IV.--MEETINGS

Section (a)--The semi-annual membership meetings shall be held at the Center on the third Sunday of March of each year and the third Sunday of September of each year. Written notice of each semi-annual meeting shall be given to the members at least ten (10) days prior to the date of said meeting.

1. In the event that a regularly scheduled meeting may conflict because of high holidays or otherwise, the Board of Directors shall set another date in close proximity to the regularly scheduled date and shall give reasonable notice to the membership of the new date.

ARTICLE IV.--MEETINGS (CONT.)

Section (b)--Special Meetings of the membership may be called by the President, or by a majority of the Board of Directors.

Section (c)--The presence of at least one-third of the members in good standing, shall constitute a quorum for the transaction of business at any semi-annual or special meetings of the membership, and an absolute majority vote of the members present shall be required for the adoption of resolutions and the transaction of any business at any such meeting. In the event of a Tie vote, the Chairman shall cast the deciding vote. No member may vote by proxy.

Section (d)--At the first semi-annual meeting of the membership, the officers and members of the Board of Directors, as hereinafter provided, shall be elected, and shall be inducted into office without any special formality at the election meeting.

Section (e)--The Board of Directors shall meet at the request of the President or at the request of a majority of the Board of Directors.

1. Seven (7) Directors shall constitute a quorum, and a majority vote of those Directors present shall be considered sufficient to pass on any matters that may properly be determined by the Board of Directors.

ARTICLE V.--ADMINISTRATION

The possession, management and control of all the property and assets of this corporation, the management and control of all the activities thereof, and the supervision of all action by Standing Committees shall be vested in the Board of Directors hereof, subject to the provisions contained in the Articles of Incorporation and this Constitution and By-Laws.

ARTICLE VI.--ELECTION OF OFFICERS AND DIRECTORS

Section (a)--At least thirty (30) days prior to the date of the first semi-annual meeting of the membership, the President shall appoint a nominating committee of five (5) members. Said Committee shall, within ten (10) days after such appointment, submit to the membership by means of a written notice by the Secretary, a list of the nominees for the Officers and Directors to be elected by the membership, all such nominees to be members in good standing; provided however, that additional nominations may be made by a written communication addressed to the Secretary at least three (3) days prior to the first semi-annual meeting, signed by five (5) members in good standing, designating such nominee.

Section (b)--The Officers of the corporation shall consist of the following:

ARTICLE VI.--ELECTION OF OFFICERS AND DIRECTORS (CONT.)

President
First Vice-President
Secretary
Treasurer.

All Officers shall serve for a full term of one (1) year from the date of their induction, or until their successors shall have been duly elected and qualified.

Section (c)--The Board of Directors shall alternately consist of four (4) members to be elected at large by the membership at the first semi-annual meeting, and in addition thereto shall include the following:

All Officers of the Corporation;
Immediate Past President of the Corporation;
President of the Connellsville Council of
Jewish Women;
President of the B'Nai Israel Congregation.

Section (d)--At the first semi-annual meeting following the adoption of this Amended Constitution and By-Laws, two (2) members of the Board of Directors shall be elected for a term of two (2) years, and the four (4) Directors who were previously elected for a term of two (2) years shall continue for another one (1) year term. At the first semi-annual meeting of the following year, two (2) Directors shall be elected for a two (2) year term, and, therefore, the Board will then be comprised of four (4)

ARTICLE VI.--ELECTION OF OFFICERS AND DIRECTORS (CONT.)

members. At each succeeding first semi-annual meeting, two (2) Directors shall therefore be elected for a two (2) year term and two (2) Directors shall be carried over on the second year of their two (2) year term.

1. The election may be by secret ballot if requested by a majority of the members present at the first semi-annual meeting.

Section (e)--All balloting for nominees presented by the Nominating Committee shall be by secret ballot, except in those cases where only one candidate appears for each office, in which case the Secretary may be directed to cast a ballot for the sole nominee, which shall have the effect of an election by ballot.

Section (f)--There shall be no limitation as to the number of terms for which a candidate may be elected, and any Officer or Director who has served satisfactorily may be reelected to such office as long as the members desire him or her to continue in office.

ARTICLE VII.--DUTIES OF OFFICERS

Section (a)--The President of the corporation shall preside at the first semi-annual meeting and at all special meetings of the membership and at all meetings of the Board of Directors.

ARTICLE VII.--DUTIES OF OFFICERS (CONT.)

1. The President shall vote only in case of a Tie vote on any motion or matter.

Section (b)--The Vice-President shall perform the duties of the President in the case of his absence, death, resignation or other incapacity to perform his functions.

Section (c)--It shall be the duty of the Secretary to keep accurate Minutes of the business transacted at the semi-annual membership meetings, the special membership meetings, and at all Board meetings. For that purpose he shall secure a permanent Minute Book, so that a permanent record may be kept of all the business of the corporation. He shall keep an accurate record of the financial affairs of the corporation, including the Treasurer's Report at each meeting. The Secretary shall receive and answer all correspondence as may be proper to other officials of the organization or Chairmen of Standing Committees, and it shall be his duty to make permanent carbon copies of all letters sent by him on behalf of the corporation.

Section (d)--The duties of the Treasurer shall consist of keeping the funds of the corporation in a banking depository approved by the Board of Directors, and he shall deposit all funds received by him, and shall pay all bills upon vouchers approved by the Board of Directors and presented by him for payment, except

ARTICLE VII.--DUTIES OF OFFICERS (CONT.)

as provided in Article VIII, Section (b). He shall, at the semi-annual membership meetings, present a complete financial report as to the financial status of the corporation.

ARTICLE VIII.--DUTIES OF THE BOARD OF DIRECTORS

Section (a)--It shall be the duty of the Board of Directors to determine the general policy of this organization and to have full and complete supervision and management over the finances and all physical property and the premises of this corporation, and over any and all activities that are held upon the premises or which may be held at any other place under the name, auspices or sponsorship of this organization.

Section (b)--The Board of Directors shall authorize all contracts that are entered into in the name of the corporation, and shall authorize all expenditures of funds belonging to this corporation, except the payment of bills not exceeding the sum of Twenty-Five Dollars (\$25.00), which may be authorized by the President and Treasurer alone. All expenditures in excess of Five Hundred Dollars (\$500.00) shall first be submitted to the Budget and Finance Committee for their recommendation.

Section (c)--The Board of Directors shall have full and complete authority, control and supervision over all employees necessary for the conduct and operation of this organization, and to determine their respective compensation. The Board of

ARTICLE VIII.--DUTIES OF THE BOARD OF DIRECTORS (CONT.)

Directors shall have the power, as it may deem expedient, to make and adopt such rules and regulations for the government of the Board of Directors and for the assignment of duties, activities and functions to the various Standing Committees.

Section (d)--The Board of Directors may declare vacant the office of any Director or Officer who has absented himself from two (2) successive meetings of the Board of Directors without sufficient cause, and thereupon declare such office vacant and fill same, as other vacancies as are herein prescribed.

ARTICLE IX.--STANDING COMMITTEES

Section (a)--The following shall comprise the Standing Committees of this corporation:

- 1.--House Committee
- 2.--Budget and Finance Committee
- 3.--Program and Activities Committee
- 4.--Religious Committee.

The functions of each of the foregoing committees shall be prescribed by such rules and regulations as may be adopted by the Board of Directors from time to time, and the functions of each committee shall be under the control and supervision of the Board of Directors.

ARTICLE IX.--STANDING COMMITTEES (CONT.)

Section (b)--All standing committees (except the Budget and Finance Committee), shall consist of a sufficient number of members as the President may deem necessary, of which the President shall appoint the Chairman. Every member in good standing shall be eligible for appointment to such committees. The Budget and Finance Committee shall consist of at least three (3) members appointed by the President, no more than one (1) of whom is serving on the Board of Directors.

Section (c)--The House Committee shall have complete charge and supervision of all buildings and property of the organization and the maintenance thereof. The Board of Directors shall establish and supervise the enforcement of appropriate rules and regulations for the conduct and use of the facilities of the organization, whether used by groups or clubs or individuals affiliated with the organization or not. All policies shall be determined by the Board of Directors, and the House Committee shall supervise and be in charge of maintenance only. The Board of Directors shall have the sole discretion to determine charges and fixing of compensation to the organization for the rental or leasing of any of the facilities of the organization to any groups, clubs or individuals and shall pass upon the privileges to be accorded in connection therewith. All of the activities of the said House Committee shall be under the direct supervision and

ARTICLE IX.--STANDING COMMITTEES (CONT.)

control of the Board of Directors.

ARTICLE X.--VACANCIES

In the case of the death, resignation or permanent incapacity of any officer or member of the Board of Directors during his term of office, the Board of Directors is hereby authorized to select and appoint a suitable person to fill such vacancy, who shall hold office only until the next election meeting.

ARTICLE XI.--PROCEDURE

Roberts Rules of Order shall govern all meetings of the corporation and of the Board of Directors, in cases to which they are applicable and in which they are not inconsistent with the Constitution and By-Laws of the corporation or the special rules of the Board of Directors.

ARTICLE XII.--AMENDMENTS

All amendments to this Constitution and By-Laws shall be proposed in writing, and before adoption shall have the approval of a majority of the Board of Directors. After such approval, such amendments shall be submitted to the general membership, either at a semi-annual meeting or at any special meeting called for that purpose, and if such amendment shall receive a favorable vote of the majority present at such semi-annual or special meeting of the membership, it shall become part of this Constitution and By-Laws. Amendments may be initiated by five (5)

ARTICLE XII.--AMENDMENTS (CONT.)

or more members of the Board of Directors, or by at least fifteen (15) members of the corporation. They shall be in writing and shall be submitted to the Board of Directors.