

Mrs. Frank H. Rubin

...BY LAWS...



Ladies' Auxiliary
of the
Tree of Life Congregation

PITTSBURGH, - PA.



*** 1912 ***

BY LAWS.

ARTICLE I.

NAME.

Section 1. The name of the Society shall be "The Ladies' Auxiliary Society of the Tree of Life Congregation."

OBJECT.

Sec. 2. The object of this Society shall be, first, the improvement and advancement of the social and physical conditions of its members; and second, to aid and advance the interest of the Congregation Tree of Life.

Sec. 3. In furtherance of the objects

expressed in section 2 of this article, the Society proposes the following as its specific aims:

First: The establishment of entertainments of a social and musical nature.

Second: The establishment of such other ways and means for promoting the general objects of the Society as may from time to time be deemed appropriate.

ARTICLE II.

MEETINGS.

Section 1. The meetings of this Society shall be held at 2:30 p. m., the first Thursday of every month.

Sec. 2. Seven members (7) shall constitute a quorum for the transaction of business.

Sec. 3. The President shall, at the written request of five members, have the power to call a special meeting, at

which only the business specified in the call, shall be transacted.

ARTICLE III.

OFFICERS.

Section 1. The officers of this Society shall be a President, Vice President, Recording Secretary, Financial Secretary, Treasurer.

Sec. 2. All officers and advisory board shall be elected annually at the first meeting in the month of December, and not hold office for more than two consecutive years.

Sec. 3. The Advisory Board shall consist of six (6) members.

Sec. 4. The entertainment committee shall consist of five (5) members.

Sec. 5. The Membership Committee shall consist of three (3) members.

Sec. 6. The Synagogue Committee shall consist of three (3) members.

Sec. 7. The Religious School Committee shall consist of three (3) members.

Sec. 8. Reception Committee shall consist of seven (7) members.

Sec. 9. The Sick Committee shall consist of three (3) members.

ARTICLE IV.

DUTIES OF OFFICERS.

Section 1. The duties of the President shall be to preside at all meetings of the Society, and preserve order to appoint two-thirds of all committees and act under the rules prescribed by law and usage.

Sec. 2. It shall be the duty of the Vice President to take the office of

President when the latter is incapacitated to act and appoint one-third of all committees.

Sec. 3. It shall be the duty of the Recording Secretary to record all minutes of the different meetings of the Society, report them at the following meeting, preserve all records and attend to the correspondence of the Society as directed.

Sec. 4. It shall be the duty of the Financial Secretary to send out all notices, keep the account of members with the Society, and hand same to Treasurer; draw up all vouchers to be signed by President for all expenditures, and keep a correct list of all the members.

Sec. 5. The Treasurer shall receive and keep a correct account of all moneys received by the Society, and shall, upon correct vouchers signed by President and Financial Secretary, discharge all obligations.

Sec. 6. The Entertainment Committee shall have the power to make all arrangements necessary for entertainments given by the Society, such as engaging talents, etc.

Sec. 7. The Membership Committee shall secure members, investigate all applications for membership, and report results to the Society for action.

Sec. 8. The Reception Committee shall receive all visitors at meetings or affairs, and attend to all matters of sociability.

Sec. 9. The Synagogue Committee shall attend services as often as possible, and recommend improvements necessary.

Sec. 10. The Religious School Committee shall attend to the needs of the Sabbath School, acting in co-operation with the Rabbi.

ARTICLE V.

MEMBERSHIP.

Section 1. Any Lady who feels an interest in the Congregation Tree of Life shall be eligible for membership in this Society, but not eligible for office unless a member for at least a year.

Sec. 2. Any member after two years' non-payment of dues, with proper notice, to be dropped from the roll.

ARTICLE VI.

DUES.

Section 1. The dues of this Society shall be two dollars (\$2.00) annually.

Sec. 2. Any lady may become a life member by the payment of \$100.00.

ARTICLE VII.

Section 1. The revenues of this Society from all sources, after payment of

all necessary expenses, shall be used as directed by a two-thirds vote of the members present.

ARTICLE VIII.

Section I. The Constitution may be amended by a three-fourths vote of the members present.

ORDER OF BUSINESS AT MEETINGS.

1. Roll call.
2. Reading of minutes of previous meeting.
3. Unfinished business.
4. New and miscellaneous business.
5. Report of officers.
6. Report of committees.
7. Election of members.
8. Initiation of members.
9. Re-election of officers.
10. Installation of officers.