

BETH ISRAEL CONGREGATION
LATROBE, PENNSYLVANIA

CONSTITUTION

ARTICLE I

NAME

The name of this Congregation shall be **BETH ISRAEL CONGREGATION** of Latrobe, Pennsylvania, Westmoreland County.

ARTICLE II

Section 1. OBJECT AND PURPOSE

The object and purpose of this Congregation shall be to establish and maintain a Synagogue and such educational, religious and social activities as will help further the cause and objectives of the Congregation and Traditional Judaism.

ARTICLE III

Section 1. SEAL

The seal of the Congregation shall be circular with the words "BETH ISRAEL CONGREGATION of Latrobe, Pennsylvania" inscribed thereon.

ARTICLE IV

Section 1. MEMBERSHIP

Any person who meets one of the following criteria shall be eligible for membership in the Beth Israel Congregation.

1. A person of the Jewish Faith, 18 years of age or older and of good moral character.
2. A person married, whose spouse is of the Jewish Faith.

3. Any widowed person, whose spouse was of the Jewish Faith.

Section 2.

Application for membership shall be made to the Membership Committee, which shall report on each application to the Board of Trustees for appropriate action.

Section 3.

A majority vote of the members present at a regular meeting of the Board of Trustees shall be required to elect an applicant to membership.

Section 4.

A member may be suspended or expelled by a two-thirds vote of the Board of Trustees at a regular meeting for the following reasons:

- a. Failure to pay dues for a period of one year or more.
- b. Conduct which brings discredit upon the Jewish name.

Section 5.

There shall be three types of membership:

- a. Family membership. Such membership shall be extended to married couples and shall entitle husbands and wives to all membership privileges.
- b. Individual membership. Such membership shall be extended to unmarried men and women.
- c. Honorary membership. Such membership may be conferred upon any deserving member of the Congregation by the Board of Trustees.
- d. Associate membership. Such membership shall be extended to any person who is a dues paying member of another Congregation

Section 6.

Voting members in good standing shall enjoy the following privileges:

- a. To attend all meetings of the Congregation and to have voice and vote at all meetings.

Family memberships will have 2 votes.
Individual memberships shall have 1 vote.
Honorary memberships shall have no vote.
Associate memberships shall have no vote.

- b. The right to hold elected office in the Congregation.
- c. To participate in all activities of the Congregation, religious and social.
- d. To enroll and sponsor their children in a religious school approved by the Congregation.

ARTICLE V

Section 1.

DUES

The annual dues of members shall be determined from time to time by the Board of Trustees.

Section 2.

The Board of Trustees may, in their discretion, adjust the whole or any portion of dues according to its best judgment with respect to any member of the Congregation.

ARTICLE VI

Section 1.

MEETINGS

The annual meeting of this Congregation shall be held during the month of January. Notice of the time and place of holding such meeting shall be determined by the President and the Congregation shall be notified.

Section 2.

Special meetings of the Congregation may be called by the President whenever, in his discretion, he deems it necessary and also upon the written request of three (3) Trustees or of ten (10) members. At such special meetings only the special business

may be considered for which the meeting was called, the nature of said business having been included in the notice to the members.

Section 3.

At all meetings of the Congregation ten (10) members shall constitute a quorum. Should a quorum not be present, the presiding officer may adjourn the meeting to a day and hour fixed by him, and all members notified accordingly.

Section 4.

At all meetings, except at special meetings, the order of business, unless otherwise determined by vote of those present shall be:

1. Reading and correction of minutes of last meeting.
2. Reports of officers.
3. Reports of committees.
4. Unfinished business.
5. General business.

Section 5.

Regular meetings of the officers and Board of Trustees shall be held at the Synagogue or other designated place, as designated by the President. Special meetings of the Board of Trustees may be called by the President or may be called at the request of three (3) members of the Board of Trustees. Six (6) members of the Board shall constitute a quorum.

Section 6.

The President shall preside at the meetings of the officers and trustees, and each officer and trustee shall have a vote at all meetings, with the exception of the President, who shall cast his vote only in the event of a tie vote.

ARTICLE VII

ELECTIONS

Section 1.

The officers and seven (7) trustees shall be elected for a period of two (2) years. The Sisterhood and Men's Club shall elect one (1) trustee for a similar term. Nominations for the Congregational election shall be recommended by a nominating committee consisting of five (5) members in good standing, to be

appointed by the Chair. Election shall be by ballot or voice vote. Each member of the Congregation in good standing, shall be entitled to cast one (1) vote for each officer and trustee to be elected. Each husband and wife shall be classified as individual members for the purpose of voting and shall have the power to vote individually. Only members present at the meeting shall be eligible to vote.

ARTICLE VIII

VACANCIES

Section 1.

If a vacancy shall occur in any office or on the Board of Trustees, such vacancy may be filled by the Board, but the term of service of such officer so filled shall expire at the time of adjournment of the next annual meeting, when, at such meeting, the vacancy so created shall be filled by election in the manner hereinbefore provided.

ARTICLE IX

BOARD OF TRUSTEES

Section 1.

The management and administration of the affairs of this Congregation shall be vested in a Board of Trustees of nine (9) members, consisting of seven (7) members to be selected by the Congregation and one (1) member to be elected by the Sisterhood and one (1) member to be elected by the Men's Club.

Section 2.

The Board of Trustees shall:

- (a) Assume control of all of the property of the Congregation.
- (b) Shall be responsible for all funds and property and shall designate the bank or banks wherein funds shall be deposited.
- (c) Shall make such rules and regulations, consistent with these by-laws that they may deem advisable for the proper conduct of the affairs of the Congregation.
- (d) Shall meet on any day the President may designate.
- (e) Shall elect members as herein provided.
- (f) Shall make rules for their own government and for the government of the various committees, except

- where otherwise provided herein.
- (g) Shall fix the dues that are to be paid by the members and to designate the method and time of payment.

ARTICLE X

OFFICERS

Section 1.

The officers of the Congregation shall be:

- a. President
- b. Vice President
- c. Secretary
- d. Treasurer

Section 2.

PRESIDENT - It shall be the function of the president to preside at all meetings of the Congregation and of the Board of Trustees, of which he shall be Chairman. To call all meetings of the Congregation and of the Board of Trustees. To sign all agreements, contracts, deeds and other documents for the Congregation, pursuant to appropriate sanction by the Congregation or the Board of trustees. The President shall appoint all committees and designate their various duties, in addition, the President shall call all special meetings as herein stipulated.

VICE PRESIDENT - The Vice President shall assist the President in the discharge of his duties and, in case of the President's absence, resignation, death or disability, shall assume and discharge all of the duties of that office.

SECRETARY - The Secretary shall keep an accurate record of all the proceedings of the Congregation and the Board of Trustees; The Secretary shall issue notices for the meetings when asked by the President. The Secretary shall prepare all assigned correspondence of the organization and sign such papers or documents as may be necessary. The Secretary shall furnish the Treasurer with the names and addresses of all persons who have become members of the Congregation.

TREASURER - The Treasurer shall keep an accurate and correct record of the receipts and expenditures of the Congregation and of all of the accounts of the Congregation, which records shall be open at all times for the inspection by the Board of Trustees and the Finance Committee. The Treasures shall receive and deposit all moneys in the name of the Congregation in such depository as approved by the Board of Trustees.

ARTICLE XI

COMMITTEES

Section 1.

Following the annual meeting of the Congregation, the President shall appoint all standing committees of the Congregation. The number of committees may be increased or decreased as he deems necessary.

Section 2.

The standing committees will be appointed for a term of two years and may be reappointed for additional terms.

Section 3.

The standing committees of this Congregation and their duties shall be as follows:

- (a) Finance (Ways and Means) Committee. This committee shall make periodic examinations of the financial operations of the Congregation and shall report their findings to the annual meeting of the Congregation, and, from time to time report to the Board of Trustees as requested by the President.
- (b) Budget Committee. This committee shall present to the Congregation for its approval at the annual meeting, a proposed budget for the following fiscal year.
- (c) Religious Committee. This committee shall be in charge of all religious services of the Congregation and shall formulate rules and regulations for all religious activities of the Congregation, subject to the approval of the Board of Trustees. It shall have charge of all seating arrangements in the Synagogue at all times and shall have the responsibility of appointing ushers, etc. for various services.
- (d) Membership Committee. This committee shall have the responsibility of keeping in touch with the Jewish families in the community which are not affiliated with the Congregation, with the view of inviting them to become members of the Congregation.

It shall receive applications for membership and present them to the Board of Trustees for appropriate action.

- (e) House Committee. This committee shall be responsible for the upkeep and maintenance of the property of the Congregation and report to the Board of Trustees all repairs or alterations they deem necessary for the proper maintenance of Congregational property. They shall be responsible for all janitorial work and supervise the work schedule for any one appointed or selected by the Board of Trustees to perform such work.

ARTICLE XII

AMENDMENTS

Section 1.

This constitution, or any portion thereof, may be amended in the following manner:

- (a) The proposal to amend or suspend one or more article of this constitution, or to introduce new articles to it, shall be submitted in writing to the Board of Trustees, signed by not less than ten (10) members of the Congregation.
- (b) The Board of Trustees shall consider such proposals at its next regular meeting.
- (c) The Board of Trustees, after consideration of the proposal or proposals shall submit said proposals to the Congregation at its annual meeting, or at a special meeting called upon request of ten (10) members of the Congregation. All members shall be notified of the purpose of this meeting and provided with at least five (5) days prior notice to the meeting .
- (d) If two-thirds of the vote of the Congregation at said meeting approves the proposal or proposals, it shall be declared adopted.
- (e) A proposal or amendment which has been rejected by the Congregation may not be resubmitted for the consideration of the Congregation unless twelve (12) months have elapsed since the time of such rejection.

ARTICLE XIII

DISSOLUTION

Section 1.

- (a) In the event of dissolution of the Congregation, funds on hand, investments, property and other holdings of the Congregation shall be distributed as follows:
- (1) All Israel bonds will be returned directly to the State of Israel and no other organization.
 - (2) The voting members of the Congregation shall determine at that time the disposition of all religious assets, liquid assets and fixed assets.