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Young Peoples Synagogue  
CONSTITUTION COMMITTEE

Draft of proposed constitution prepared at a meeting of the Committee on November 21, 1955. Present: Messrs. Swartz (chairman), Isaacs, Engleberg, Bloom, Fax (secretary pro tem).

ARTICLE I

Name and Purpose

Section 1. This Congregation shall be known as The Young Peoples Synagogue of Pittsburgh, a duly organized non-profit corporation, chartered under the laws of the Commonwealth of Pennsylvania.

Section 2. The purpose of the Congregation shall be to promote traditional Judaism in all facets of living; to encourage young men and young women to participate actively in all phases of the Synagogue service; to stimulate participation in other forms of Jewish communal life; to strengthen the bonds with our brethren in Israel and with the Jewish people everywhere; and to exemplify Judaism by emphasizing the principles of righteousness and brotherhood in society at large.

ARTICLE II -- Membership

Section 1. Any person of the Jewish faith, eighteen years of age or older, who subscribes to the purposes of this congregation, may be elected to regular membership on approval of his application by a majority of the Board of Directors at a

regular meeting thereof.

Section 2. Boys from Bar Mitzvah and girls on attaining the age of thirteen shall upon application be eligible to Junior Membership.

ARTICLE III \*-- Dues

Section 1. The Board of Directors shall fix the dues for each fiscal year.

Section 2. The dues of this Congregation shall consist of two separate and distinct fees:

(a) the Membership Fee, and

(b) the High Holy Day Fee.

Section 3. (a) Upon acceptance of an application for membership by the Board of Directors, the applicant for membership must pay the membership fee before he is entitled to the privileges of membership as detailed in Article IV.

(b) Each year thereafter, at the time designated by the Board of Directors, every member shall pay the <sup>membership</sup> ~~membership~~ fee before he is eligible for the privileges of membership as detailed in Article IV.

(c) The High Holy Day fee is that part of the dues paid by a member in order that he be assigned a seat for the High Holy Day Services.

(d) By a majority vote of the entire Board of Directors, the membership fee of a member may be refused and privileges of membership denied him.

(e) The Board of Directors may, by a majority vote at any regular meeting, merge the membership and High Holy Day fees.

ARTICLE IV -- Privileges of Membership

Section 1. A member who has paid the membership fee is entitled to the following privileges:

- (a) The right to vote at all membership meetings.
- (b) The right of his children to Bar Mitzvah in the Synagogue in preference to those of a non-member.
- (c) The right to reserve seats for the High Holy Day Services by the payment of a High Holy Day fee, which shall be less than the fee to non-members.
- (d) The right to participate in all activities held under the auspices of the Congregation, and the right to such other benefits as accrue from participating in synagogue activities.

ARTICLE V -- Board of Directors

Section 1. Composition of the Board

The Board of Directors shall consist of the elected officers of the Congregation and twelve members of the Congregation. The first year, one-third of the directors (exclusive of the officers) shall be elected for three year terms, another one-third shall be elected for two year terms, and another

one-third shall be ~~re-elected~~ elected for a one year term. At subsequent annual elections, one-third of the directors shall be elected for three years to replace the ~~the~~ outgoing directors. No person shall be eligible for election as director for more than two consecutive terms of three years each, provided, however, that this restriction shall not be deemed to include service on the Board of Directors as an officer.

Section 2. (Insert as on p 1/a, infra)  
Section 3. Powers and Duties

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The Board of Directors shall govern the affairs of the Congregation, control its revenue and property, and take such action as shall in its good judgement best promote the welfare of the Congregation subject to the provisions of the By-Laws. In furtherance of the objective, the Board of Directors shall have the power to:

- (a) Elect members of the Congregation.
- (b) Determine all dues and assessments of members.
- (c) ~~Select~~ select such employees as may be necessary, fix their duties and salary, or remove such employees unless otherwise prescribed by the By-Laws.
- (d) Authorize the appropriation and use of funds subject to the approval of the Congregation at its annual meeting or a special meeting called for the purpose.

Section 2. The Chairman of the Board of Directors shall be elected by the Board from among its members. This election shall take place at the organization meeting of the Board, convened for that purpose by the President of The Congregation as soon after <sup>as practicable</sup> the Annual Meeting of the Congregation. <sub>Δ</sub>

Section 4. The Chairman of the Board of Directors shall preside at all Board meetings and shall designate the member of the Board of Directors who will preside in his absence. The Chairman shall prepare the agenda for the consideration of the Board and shall designate the time and place of each Board meeting. He shall serve as a member ex officio on all standing committees and shall appoint the chairmen of all committees.

(e) Authorize a special meeting of the Congregation whenever it may be deemed necessary.

Section 4. (Insert as on p. 4a, supra)  
Section 3/5 Regular Meetings

Regular meetings of the Board of Directors shall be held four times annually: once each during the months of March, May, August and September. Special meetings may be called by the Chairman of the Board upon five days' notice, stating the purpose thereof; and must be called by him upon the request of three directors.

Section 4/6. At least seven members of the Board of Directors shall constitute a quorum.

Section 7/7. Decision of the Board of Directors shall be by majority vote of the quorum present, except as otherwise prescribed. Any action of the Board may be vetoed by a two-thirds majority of the congregation present at a special meeting called for that specific purpose.

Section 8. The office of any Director absent without good cause for three successive meetings of the Board of Directors may, within the discretion of the Board, be declared vacant.

Section 9. Should a vacancy occur in the office of any board member, the Board shall fill such vacancy until the next annual election by the Congregation. At such election, the Congregation shall fill the vacancy for the unexpired term.

Section 10. The Board of Directors shall, not later than

September first of each year, prepare a budget for the calendar year next succeeding. This budget shall be presented to the Congregation at its regular meeting as set forth in Article VIII. At said meeting, the proposed budget may be adopted, altered or amended by a majority vote of the members present. Funds so appropriated by favorable action on the budget may be disbursed by the Board of Directors without further authority for such amounts and items as may be specified in said budget.

Section 11. All actions of the Board of Directors shall be accurately recorded and reported to the Congregation at its Annual Meeting.

ARTICLE VI --- Executive Committee of the Board of Directors

Section 1. The Executive Committee of the Board of Directors shall consist of:

- (a) the Chairman of the Board of Directors,
- (b) the President,
- (c) the Vice-President,
- (d) the Secretary, and
- (e) the First Trustee.

Section 2. When, in the opinion of the Chairman of the Board of Directors, or, in his absence, the President, a matter of great urgency arises which does not allow the time required to convene the Board of Directors, the Executive Committee shall be con-

vened by the Chairman of the Board of Directors.

Section 3. A quorum of the Executive Committee shall consist of the Chairman of the Board of Directors, the President and at least one other member of the Committee. In the absence of either the Chairman of the Board of Directors or of the President, one other member of the Executive Committee may serve to fill the quorum.

Section 4. The Executive Committee is empowered to act on behalf of the entire Board of Directors, but must report its deliberations and decisions to the Board of Directors as soon as practicable but in no event more than two weeks after its meeting.

#### ARTICLE VII -- Officers

Section 1. The officers of the Congregation shall be:

- (a) a President,
- (b) a Vice-President,
- (c) A Secretary,
- (d) a Treasurer, and
- (e) a First Trustee.

Section 2. The officers together with the Board of Directors shall be elected by ballot of the members at the Annual Meeting of the Congregation. No restriction is imposed on the re-election of any officer of the Congregation.

Section 3. The duties of the officers shall be:

- (a) The President shall preside at the Annual Meeting of the Congregation and shall carry out the policies adopted by the Board of Directors. He shall ~~execute documents~~ execute documents and contracts when authorized by the Board of Directors. He shall serve as a member ex officio on all standing committees. He shall sign checks for the disbursement of funds held jointly with the Hebrew Institute of Pittsburgh.
- (b) The Vice-President shall assume the duties of the President during his absence.
- (c) The Secretary shall keep the minutes of the Annual Meeting as well as those of each Board meeting. The Secretary shall also be custodian of all reports from the officers and from the standing committees. The Secretary shall perform such other duties as the office demands.
- (d) The Treasurer shall receive all monies belonging to the Congregation and give a receipt therefor and keep them in a bank or depository selected or approved by the Board of Directors. He shall co-sign checks with the President or the Secretary for authorized disbursement of the funds of the Congregation. He shall give good and sufficient bond at the discretion of the Board of Directors. Disbursements in excess of ten dollars shall require approv

by the Board of Directors.

The Chairman of the Board of Directors shall designate the chairman of an Auditing Committee who, together with the Vice-President and Secretary, shall review the Treasurer's accounts before each Annual Meeting of the Congregation. The Treasurer shall submit all his records to this Auditing Committee.

The Treasurer shall file a written report with the Secretary at each regular Board meeting. At the expiration of his term, he shall deliver to his successor, when duly qualified, all monies and other property of the Congregation in his custody, as well as all papers and records pertaining to his office.

- (e) The First Trustee shall consult with the President and Vice-President in the assigning of "aliyahs" and other honors on Saturdays and Holy Days. The First Trustee shall represent the Congregation in all dealings and arrangements with the families of Bar Mitzvah boys and other Baalei Simchoth.

#### ARTICLE VIII -- Meetings

Section 1. The meeting of the Congregation shall be held annually the Sunday preceding Shabbos B'reshis, at which time reports from all the officers and standing committees shall be presented. The election of officers and members of the Board of Directors shall take place at this meeting.

Section 2. Special meetings of the Congregation may be called at any time by the vote of the majority of a quorum of the Board of Directors or at the call of the President stating the purpose thereof.

Section 3. The number of members present fifteen minutes after the scheduled time for the Annual Meeting or Special Meeting shall constitute a quorum for the transaction of business, provided that not less than fifteen members are present.

#### ARTICLE IX --- Committees

Section 1. The following standing committees shall be appointed by the Chairman of the Board of Directors at the first meeting of the Board of Directors following the annual election:

- (a) A Budget and Finance Committee,
- (b) a Membership Committee,
- (c) a High Holy Day Seating Committee,
- (d) a Public Relations Committee, and
- (e) a Ritual Committee.

#### ARTICLE X --- Cemetery

Section 1. The Congregation may acquire and own land and other property for use as a cemetery. The management of such property shall be the responsibility of the Board of Directors. An annual report shall be rendered to the Board of Directors by the Cemetery Committee.

Section 2. The Board of Directors shall delegate the management of the Cemetery to a Cemetery Committee whose actions will be subject to the approval of the Board. The Cemetery Committee shall set the charges for burial space, issue permits for burial, and arrange for maintenance and for perpetual care. It shall establish regulations for the landscaping of lots and other spaces in the cemetery and for the erection of monuments. All plans for monuments and landscaping must be submitted to the Cemetery Committee in advance for its approval.

Section 3. The Cemetery shall be the property of the Congregation, which is entitled to use the surplus funds derived from its management, but it shall be the aim of the Congregation to set aside enough money to maintain the cemetery in perpetuity. A special fund may be established for this purpose, to be administered by the Budget and Finance Committee.

ARTICLE XI -- Nominations of Officers and Board of Directors

Section 1. Nominations of all Officers and Directors, after the first election of officers, shall be made by a Nominating Committee appointed by the President with the consent of the Board of Directors. The Nominating Committee shall consist of five members of the Congregation. It is recommended that at least two of the members of the Committee shall be from the membership at large.

Section 2. Number of Nominations. The slate of nominees shall consist of at least one nomination for each officer and for each Board Member whose term of office is up for election.

Section 3. Nominations for any office may be made from the floor at the Annual Meeting of the Congregation.

ARTICLE XII -- Amendment

- Section 1. Any proposed amendment to this Constitution shall be submitted in writing by a member to the Secretary not less than thirty days before the Annual Meeting.
- Section 2. Such proposed amendment shall be presented to the Board of Directors for its consideration. At a meeting of the Board of Directors, the Board shall vote as to whether it recommends the amendment for approval. The amendment, together with the recommendation of the Board, shall be submitted to the Annual Meeting of the Congregation.
- Section 3. The amendment shall become part of this Constitution only if approved by a two-thirds majority of the members present and voting at the Annual Meeting.

ARTICLE XIII -- Rules of Order

The rules of procedure at meetings shall be determined by "Roberts' Rules of Order", latest revised edition.

ARTICLE XIV -- Practices

The Congregation shall be guided by the Shulchan Aruch in matters of worship.

ARTICLE XV -- Purchase of Real Estate

Before any contract for the purchase or sale of real estate for or by the Congregation shall be entered into, the Board of Directors shall

ascertain all the relevant and material facts and submit them to the Congregation at a regular or special meeting called for that purpose. It shall require a vote of two-thirds of the members present to authorize the purchase, sale or alienation of real estate.