**BYLAWS OF BETH ISRAEL CONGREGATION OF PLATTSBURGH, NEW YORK**

ARTICLE I - NAME

SECTION 1: This Congregation shall be known as BETH ISRAEL CONGREGATION OF PLATTSBURGH, NEW YORK, also known as Temple Beth Israel.

SECTION 2: Notwithstanding any other provisions of these Articles, the Congregation is organized exclusively for one or more of the following purposes: religious, charitable, literary or educational purposes, as specified in Section 501 (c)(3) of the Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by a Congregation exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code of 1986.

ARTICLE II - MISSION

Temple Beth Israel is a small and vibrant Reform Jewish Congregation, and a vital resource for Jewish life in northern New York.  We welcome diverse traditions and lifestyles into our Congregational family, and offer a meaningful Jewish experience to all who enter our doors.  Every individual enriches our community and our Jewish identity and has a spiritual home in Temple Beth Israel.

We share the responsibility and commitment to provide:

* A sanctuary for worship and a place for reflection, comfort, and peace
* A house of learning for ourselves, our children, and our neighbors
* A gathering place to celebrate our culture, holidays, and life-cycle events
* A community that inspires us, individually and collectively, to contribute to the well being of our world.

ARTICLE III - PRACTICES

This Congregation shall follow the practices of Judaism as interpreted by the Central Conference of American Rabbis and shall affiliate itself with the Union for Reform Judaism.

ARTICLE IV - MEMBERSHIP

SECTION 1. Anyone of the Jewish faith, eighteen years of age or over, may apply and be elected to regular membership by the Board of Trustees.

SECTION 2. The unit of membership shall be the household. For the purpose of these Bylaws the household shall be all Jewish adult family members, Jewish dependent children and non-Jewish family members residing in the same household as indicated on the membership information form.

SECTION 3. Membership requires each household to submit a Community Commitment Form on an annual basis. The Community Commitment is a statement of desire to be a member of Temple Beth Israel and make a financial commitment according to each household’s ability. There is no minimum commitment required.

SECTION 4. The Community Commitment must be received no later than January 15 for a household to retain benefits of membership.

SECTION 5. Each member household shall be entitled to one vote. Adult members comprising a household may choose to apportion their votes among adult members to equal one vote per household.

SECTION 6. Biennially, a Sustaining Share will be calculated as part of a membership solicitation. The Sustaining Share reflects the actual costs of operating Temple Beth Israel and is calculated using the following formula: annual operating costs minus the annual draw from Endowments Funds divided by total members households. The Sustaining Share represents the amount that each member household would need to contribute to cover all operating expenses of the Temple if all households were able to contribute equally.

SECTION 7. Member households are responsible for paying any special assessments levied by the Board of Trustees.

SECTION 8. Members and non-members may arrange for services according to policies and fee schedules established by the Board of Trustees.

SECTION 9. The Board of Trustees may rescind membership in accordance with policies established by the Board of Trustees by a two-thirds (2/3) vote of the full Board.

ARTICLE V - OFFICERS

SECTION 1. The Officers of this Congregation shall consist of a President, a Vice-President, a Secretary and a Treasurer, all to be elected at the annual meeting of the Congregation for a term of one year (commencing July 1 and ending June 30) or until their successors are duly elected. In order to be an officer, the individual must be a member of the Congregation and of the Jewish faith.

SECTION 2. The President shall preside at all meetings of the Congregation and Board of Trustees. The President shall be an ex-officio member of all committees except the nominating committee. The President shall establish all ad hoc committees with the approval of the Board. The President shall appoint a Temple Administrator with Board approval. The President may waive, extend, or modify any financial obligations duefrom a member household. The President shall perform all such other duties incident to the office. No one may serve as President for more than three successive terms.

SECTION 3. The Vice-President shall, in absence of the President, act as President and shall perform such other duties as may be assigned by the President or Board. If the office of President becomes vacant, the Vice-President shall become Acting President until the next annual election. The office of Vice-President will then remain vacant until the next annual election.

SECTION 4. The Secretary shall keep the records of the Congregation and the Board of Trustees; send out notices of all meetings, and perform all other duties incident to the office. In the absence of the President and Vice-President, the Secretary shall preside at the meetings of the Congregation and the Board of Trustees. In the event of a vacancy, the President shall appoint a replacement until the annual meeting with approval from the Board of Trustees.

SECTION 5. The Treasurer shall be the custodian of all funds of the Congregation and shall be the disbursing agent as authorized by the Board of Trustees. The Treasurer shall perform financial transactions of the Congregation at banking institutions designated by the Board of Trustees. The Treasurer shall collect all dues and assessments and report the financial condition of the Congregation monthly to the Board of Trustees and annually to the Congregation. The Treasurer shall maintain the official membership list in consultation with the President. In the event of a vacancy, the President shall appoint a replacement until the annual meeting with approval from the Board of Trustees.

SECTION 6. In the event that both the offices of president and vice-president become vacant, the Board of Trustees shall call a meeting within two weeks for the express purpose of electing an acting president to serve until the next annual election.

ARTICLE VI - Temple Administrator

SECTION 1. A Temple Administrator will be appointed by the President with Board approval and serves at the pleasure of the President.

SECTION 2. The Temple Administrator shall be responsible for the hiring and dismissal of secretarial and maintenance staff with Board approval, oversight of secretarial and maintenance staff; providing estimates for contracted services, equipment and repairs for the Temple and Rabbinage; purchasing and maintaining office supplies and equipment; advising the President on all administrative matters, and performing other duties as requested by the President.

SECTION 3. The Temple Administrator will be a non-voting member of the Board of Trustees.

ARTICLE VII - BOARD OF TRUSTEES

SECTION 1. The Board of Trustees shall consist of the officers of the Congregation, the immediate Past President, and six trustees elected by the Congregation.  These individuals constitute the voting membership of the Board of Trustees. Auxiliary organizations may provide a non-voting representative to the Board.

SECTION 2. Each trustee must be a member of the Congregation and of the Jewish faith. Each trustee shall serve for a term of three years. The Congregation shall elect two trustees each year as the terms expire. No member shall serve as trustee more than two consecutive elected terms. In the event of a vacancy, the President shall appoint a replacement to complete the term of the departing trustee. The Board must approve such appointment.

SECTION 3. In the event of a vacancy by the immediate Past President, the President may appoint a prior Past President with the approval of the Board of Trustees.

SECTION 4. The Board of Trustees is responsible for the general management of the affairs, funds, records, property, and security of the Congregation. It shall act on all matters of policy, fill all vacancies in its personnel until the next Congregational electionand perform other duties authorized by the Congregation at regular or special meetings.

SECTION 5*.* The Board of Trustees will review and take action on the proposed Sustaining Share on a biennial basis.

SECTION 6. The Board of Trustees may levy special assessments upon the members of the Congregation, subject to the approval of the Congregation, at a regular or a special meeting.

SECTION 7. The Board of Trustees shall meet once a month from September through June and, in addition, may meet at the call of the President or by petition of a quorum of voting members of the Board. A quorum is defined as a simple majority of the voting members of the Board.

SECTION 8. Board business may be conducted by conference call or virtual platform at the discretion of the President. Board members may participate via virtual platform and be counted as part of the quorum, at the discretion of the President.

SECTION 9. The Board may declare vacant the position of any trustee who is absent without adequate excuse from three successive regular meetings.

SECTION 10. The Board of Trustees shall be authorized to expend on any extra-budgetary project up to seventy five hundred dollars ($7,500.00).

SECTION 11. Members of the Board, as chosen leaders of the Congregation, should be active participants in the life and activities of the Congregation.

SECTION 12. The Board of Trustees may rescind the appointment of an officer or trustee in accordance with policies established by the Board of Trustees by a two-thirds (2/3) vote of the full Board.

ARTICLE VIII – COMMITTEES OF THE BOARD OF TRUSTEES

SECTION 1. The standing committees of the Board of Trustees shall be:

1. Avodah (Religious & Spiritual Life)

b. Bet Knesset (House/Maintenance) Security

1. Chinuch (Rabin Religious School)
2. Gemilut Chasadim (Caring Community)
3. Chaverut (Membership Committee)
4. Noar (Youth Group)
5. Parnasa (Finance & Development)
6. Tarbut (Jewish Culture & Enrichment)
7. Tikun Olam (Community Service & Social Action)

Each committee will have a written charge approved by the Board of Trustees. Each committee will include a member of the Board of Trustees. The President will appoint chairpersons for all active committees with approval from the Board.

SECTION 2. *Ad Hoc* Committees**:** The President may appoint *ad hoc* committees and determine the charge and membership of these committees with the approval of the Board of Trustees.

ARTICLE IX-RABBI

SECTION 1. In the event of a vacancy for the position of Rabbi, the President shall appoint a Rabbinical Search Committee composed of one or more members of the Board of Trustees, a Past President, and one or more members of the Congregation. The Rabbinical Search Committee shall be provided with a compensation and benefits package that has been approved by the Board of Trustees.

SECTION 2. The Rabbinical Search Committee will follow the search process established by the Board of Trustees. The Committee shall provide a summary recommendation of each final rabbinic candidate to the Board of Trustees. Selection and appointment requires approval by a simple majority of the full Board of Trustees and a Congregational vote.

SECTION 3. The performance of the Rabbi shall be reviewed in accordance with the process established by the Board of Trustees.

SECTION 4. To reappoint a Rabbi, The Board of Trustees will collect and evaluate input on the Rabbi from members, standing committees and a Rabbinic self-evaluation, for the purpose of determining whether to proceed with contract negotiations. A majority vote of the full Board of Trustees is required to proceed with contract negotiations. If approved, the Board of Trustees appoints a Negotiations Committee to enter contract negotiations with the Rabbi. Approval of the Rabbinic contract requires a simple majority of the full Board of Trustees and a Congregational vote.

SECTION 6. A retiring Rabbi may become Rabbi Emeritus upon Congregational approval. The Board of Trustees shall define the privileges, responsibilities, and remuneration of the Rabbi Emeritus.

ARTICLE X - MEETINGS

SECTION 1. The Annual Meeting of the Congregation shall be held in the month of May. At this meeting, the agenda will include reports by the President, the Rabbi, all active committees and auxiliary organizations; a proposed budget for the coming year; and a slate of candidates for the Board of Trustees. Every member household shall be notified not less than ten (10) days nor more than thirty (30) days prior to the Annual Meeting. In addition, notice for the Annual Meeting, including the names of those nominated for election to Officer & Trustee, shall be announced on the two consecutive services preceding the Annual Meeting.

SECTION 2. Special meetings of the Congregation may be called by the president at the request of a majority of the Board of Trustees, or on written application of ten percent of the membership. The call for a special meeting shall set forth the purpose of the meeting; no other business can be transacted. Every member household shall be notified at least ten (10) days prior to the meeting.

SECTION 3. Twenty- five percent (25%) of the member households shall constitute a quorum at all Congregational meetings.

ARTICLE XI - NOMINATIONS AND ELECTIONS

SECTION 1. Officers and Trustees shall be elected at the Annual Meeting.

SECTION 2. The President shall select a nominating committee of three (3) persons as follows: one (1) shall be a Past President, one (1) from the Board of Trustees and one (1) from the Congregation.

SECTION 3. The slate of nominees shall consist of one nomination for each officer and for each trustee whose term of office shall expire at the close of the fiscal year.

SECTION 4. The Board of Trustees shall approve the slate of nominees. Every member household will be notified of the Annual Meeting date and the slate of nominees in accordance with Article X, Section 1.

SECTION 5. Nominations for any elective Officer or Board position may be made from the floor.

ARTICLE XII - FISCAL YEAR

The fiscal year shall begin on July 1and end June 30.

ARTICLE XIII - AUXILIARY ORGANIZATIONS

Auxiliary organizations of the Congregation may be formed with the approval of the Board of Trustees. Auxiliary organizations may provide a non-voting representative to the Board.

Article XIV - REAL ESTATE

Before any contract for the purchase, sale or alienation of real estate by or for the Congregation shall be entered into, the Board of Trustees shall ascertain all of the relevant material facts and submit them to the Congregation at a regular or special meeting to be called for that purpose. It shall require a vote of two-thirds of the Board as well as a two-thirds vote of the members to authorize any purchase, sale or alienation of real estate.

ARTICLE XV - RULES OF ORDER

Sturgis’ Standard Code of Parliamentary Procedure, latest revised edition, shall determine the rules of procedure at meetings.

ARTICLE XVI – AMENDMENTS

Amendments to the by-laws shall be presented in writing and shall be proposed by the Board of Trustees or by at least ten percent of the members of the Congregation, and shall be filed with the Secretary. Such amendments may be acted on at any regular or special meeting of the Congregation called for the purpose. Every member household shall be notified of the proposed amendment(s) at least ten (10) days prior to the meeting. An affirmative vote of two-thirds of the members present and voting shall be necessary to adopt any amendment.

ARTICLE XVII – DISSOLUTION

In the event of dissolution, all of the remaining assets and property of the Congregation shall after necessary expenses thereof be distributed to such organizations as shall qualify under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or, to another organization to be used in such manner as in the judgment of a Justice of the Supreme Court of the State of New York will best accomplish the general purpose for which the Congregation was formed.

Revised/Approved 25 May 2021

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