

**BYLAWS OF
BETH ISRAEL THE JEWISH CONGREGATION OF SUN CITY CENTER, INC.**

ARTICLE I: NAME

This Congregation shall be known as Beth Israel The Jewish Congregation of Sun City Center, Inc. (hereafter referred to as "the Congregation") located in Sun City Center, Florida.

ARTICLE II: PURPOSE

The purposes of the Congregation are to promote the fundamental and enduring principles of Judaism; to ensure the continuity of the Jewish people; to enable its members to develop a relationship with G-d through communal worship, study of Torah, and assembly; and to apply the principles of Judaism to the values and conduct of the individual, the family, and the society in which we live.

ARTICLE III: CONGREGATIONAL PRACTICES

- A. The Congregation shall follow the forms, practices and usage of a liberal interpretation of Judaism (Reform) and shall affiliate itself with the Union for Reform Judaism (URJ).
- B. The Board of Directors as hereinafter formulated shall provide the use of the facilities of the Congregation at such times that the facilities are not required for Reform services, to those members who wish to hold Saturday Morning Services in the Conservative or Orthodox tradition.
- C. All Jewish worship services shall be under the auspices of the Rabbi in conjunction with the Ritual Committee.
- D. The observance of Kashrut is not required in the facilities of the Congregation. Milk and meat food are not to be comingled and under no circumstances will pork products or shellfish be permitted in the facilities.
- E. In light of the enhanced methods that are currently available, both meetings and communications may be in written and/or in an electronic/internet format. Secondly, attendance may be either physical or on a virtual basis.

ARTICLE IV: MEMBERSHIP

- A. Any person of the Jewish faith and his/her family, upon application for Membership and payment of fees and assessments shall be accepted for Membership to the Congregation. The Director of Membership and/or the Financial Secretary, with

the advice and consent of the President, may waive all or part of fees and assessments in the event of financial hardship, or arrange for payment in installments.

B. Any member who is delinquent in his/her financial commitment to the Congregation for ninety (90) days - not waived or otherwise arranged for as provided above - may be dropped from the Membership roll upon approval of the Board of Directors. Written notice of the intention to suspend membership shall be given at least thirty (30) days before such action is taken. The Congregant shall be offered the opportunity to be heard by the Board of Directors.

C. Current financial commitments shall be due and payable by January 1st for the ensuing year. New members shall pay their financial commitment on a semiannual prorated basis depending on their application date. New members joining the Congregation after the High Holy Day period shall have their financial commitment waived for the balance of the fiscal year. The assessment for the Maintenance and Improvement Fund will be added to the annual financial commitment for each of the member's five-year (5) year commitment.

ARTICLE V: BOARD OF DIRECTORS

A. The policy-making functions shall be vested in a Board of Directors consisting of six (6) Officers or Co-Officers (having only a single vote for each position), and ten (10) Directors or Co-Directors (having only a single vote for each position). A representative of the Sisterhood and a representative of the Men's Club are not elected by the Congregation and sit on the Board by virtue of their selection, with the right to vote. Sisterhood's representative and Men's Club's representative must be members of the Congregation. All Past Presidents of the Congregation and the Rabbi shall be consultants to the Board. They may participate in Board meetings, but without the privilege of voting.

1. The titles for Officers shall be: President, 1st Vice President, 2nd Vice President, Financial Secretary, Treasurer, and Secretary.

2. The titles for Directors shall be: Communications, Facilities, Membership, Program, Ritual, Fundraising, Social Action, and Strategic Planning. The duties of the Directors shall be as stated in the Policies and Procedures Manual.

3. The Standing Committees shall be Executive (comprised of the Officers of the Congregation), Communications, Facilities, Strategic Planning, Membership, Program, Ritual, Technology, Social Action, and Fundraising. Ad hoc committees shall be designated, as required.

4. There shall also be a Finance Committee, which shall be chaired by the Treasurer. The other committee members shall be a Vice President, the Financial Secretary and other members in good standing.
 - a. All disbursement checks, in the amount of Three Hundred Dollars (\$300) or more, shall be cosigned by any two of the following: the President, a Vice President, the Treasurer or Financial Secretary.
 - b. The financial records shall be audited annually by this Committee and independently audited every three (3) years by a qualified non-member of the Congregation (e.g., a CPA or an individual with extensive P&L experience).
 - c. This Committee shall prepare and submit an annual budget to the Board of Directors in October, and upon approval by the Board of Directors, it will be presented to the Congregation at the Annual Congregational Meeting.
- B. The Board of Directors shall assume control of all property of the Congregation, shall designate the financial institutions wherein the funds of the Congregation shall be deposited, shall be responsible for all expenditures except as otherwise herein provided, and for the disposal of Congregational funds and property.
- C. The Board of Directors shall be solely responsible for determining the amount of yearly financial commitments and assessments, except that any increase over twenty five (25%) of existing financial commitments must have Congregational approval either at the Annual or a Special Congregational Meeting called for that purpose. Special assessments and the methods of payment thereof shall be fixed by the Board of Directors and presented to the Membership at the Annual or a Special Congregational Meeting called for the purpose.
- D. The Board of Directors shall charter all subsidiary groups of the Congregation, (i.e., Sisterhood and Men's Club).
- E. The Board of Directors shall adopt and enforce such policies, procedures, rules and regulations consistent with the Articles of Incorporation and these Bylaws, as it may deem necessary for the functioning and maintenance of the Congregation. The Board shall approve the engagement of all employees of the Congregation. The Board shall be the exclusive body on behalf of the Congregation for the selection, election, retention or dismissal of a Rabbi and/or a Cantor.
- F. At the beginning of each year, the Board of Directors shall fix a meeting time for the Board to be held at least nine (9) times a year. A quorum shall be the majority of the

voting members of the Board. Matters are to be decided by a majority vote of Board members present provided there is a quorum.

G. Special or emergency meetings of the Board may be called by the President or at written request of at least five (5) members of the Board, stating the reason for the meeting requested. Each member of the Board must be notified of the request for the meeting within twenty-four (24) hours of receipt of such request. Such special or emergency meetings of the Board must be held no later than fourteen (14) days from receipt of the request. In the case of the refusal of the President to call such a meeting, the requesters may call it.

H. If any vacancy should occur on the Board of Directors of any position other than the President, the President with the consent of the Board of Directors shall appoint a member of the Congregation to fill such vacancy for the unexpired term.

I. All meetings of the Board, including special and emergency meetings, shall be held at the Temple whenever possible, or at another suitable place directed by the Board and shall be open to attendance by all members of the Congregation. Board members may attend either in person or electronically.

J. Absence from three (3) consecutive Board meetings by any member, unless excused by the President, shall be grounds for removal from office.

K. An Officer or Director may be removed from office for cause by a two-thirds (2/3) vote of the members of the Congregation present at a Special Congregational Meeting called by the Board of Directors for the purpose of acting upon such removal. Written notice must be given to the Officer or Director proceeded against at least seven (7) days prior to the meeting. Such Officer or Director shall be given an opportunity to be heard at said meeting.

L. At all meetings of the Board, or the Congregation, the Chairperson shall not vote except to break a tie.

ARTICLE VI: NOMINATIONS, ELECTIONS & VOTING

A. All members whose financial commitments are current, hereafter referred to as members in good standing, are entitled to vote at the Annual or Special Congregational Meetings.

B. Any member in good standing of the Congregation shall be eligible to serve on the Board of Directors. The position of President, Vice President, and Ritual Director must be filled by members of the Jewish faith.

C. Nominations for Officers and Directors shall be made by the Nominating Committee, which shall be chosen by the President in consultation with the Board of Directors at its regular meeting in May. The Nominating Committee shall consist of three

(3) members from the Congregation at large, of which no more than one (1) may be a member of the current Board of Directors. The members of the Nominating Committee shall select the Committee Chair. No individual who wishes to run for office may serve on the Nominating Committee.

D. The Nominating Committee shall nominate candidates for positions to be filled.

E. Selections of the Nominating Committee shall be reported to the Board of Directors, and notice of said nominations shall be communicated to the Congregation at least thirty (30) days prior to the Annual Congregational Meeting. Any member in good standing of the Congregation who desires to run for any elective office and have his/her name appear on the ballot, must notify the Chair of the committee no later than forty-five (45) days prior to the Annual Congregational Meeting. Nominations for any elective office may be made from the floor at the Annual Congregational Meeting.

F. Elections of Officers and Directors shall be by closed ballot, except that should there be no nominations from the floor and the slate of Officers and Directors presented by the Nominating Committee is unopposed, the Secretary shall be directed to cast one unanimous vote for the slate.

G. Immediately prior to such election, the President shall appoint a committee of three (3) members in good standing to act as inspectors of election. It shall be the duty of such committee to supervise the distribution and collection of ballots, and to advise the Membership body of the results of the election. No inspector of elections shall be a candidate for office or current office holder.

H. Other than for election of Officers and Directors, all votes shall be by voice vote or show of hands. In the event, however, that if five (5) members present at any meeting shall request a closed written vote on any matter, such vote shall be governed by the same rules and procedures as pertain to balloting for election of Officers and Directors.

I. Installation of newly elected Officers and directors shall take place within one month after election.

ARTICLE VII: MEMBERSHIP MEETINGS

A. Annual Congregational Meetings shall be held on or about the third Wednesday in December. The elections of Officers and Directors will be held at this meeting each year. Congregational discussion of topics will be encouraged, except that no member shall hold the floor in excess of three (3) minutes.

B. Special Congregational Meetings may be called by the President, a Vice President or upon written petition of 20% of the members in good standing. Said petition must state the purpose of the meeting requested and no other business may be conducted other than that which was stated in the call of the meeting.

C. Written notice of Congregational Meetings shall be communicated at least fourteen (14) days prior to the scheduled date of the meeting unless otherwise herein provided.

D. A quorum shall be at least twenty (20%) of the Membership; a lesser number present, plus those represented by proxy, will be cause for the Board of Directors to meet and make binding decisions for the entire Congregation. Proxies will be available to all Members. They may be returned directly to the Temple no later than the day of the meeting or members may assign their vote to a Member who will be attending. Those assigned proxies must be presented at the meeting. Matters are to be decided by a majority of the members voting, except as outlined in Article IX: Amendments.

ARTICLE VIII: OFFICERS AND DIRECTORS

A. The position of any Officer or Director may consist of one (1) or more individuals sharing the duties of the office, but having only one (1) vote to be decided among themselves. Officers and Directors shall be elected at the Annual Congregational Meeting for a term of two (2) years.

B. No person shall serve in the same Board position for more than three (3) consecutive terms. Officers and Directors shall assume their Board positions at the next Board meeting.

C. No two members of the same family may serve as Officers of the Board, at the same time. Two members of the same family may serve on the Board of Directors at the same time. If one is an Officer and the other is a Director or both are Directors, the Director(s) shall not have check-signing privileges.

D. Members of the Board, (Officers and Directors), as chosen lay leaders of the Congregation shall individually and collectively set the example to the Membership by regular attendance at worship services and by active participation in the life and activities of the Congregation.

E. The general duties of the Officers shall be as listed below. A complete job description for each Officer shall be found in Beth Israel's Policy & Procedures Manual.

1. The President shall preside as chair at all Annual and Special Congregational Meetings, Executive Committee and Board of Director Meetings. The President shall be an ex-officio non-voting member of all committees, but may not be a member of the Nominating Committee. The President shall sign all agreements, contracts, deeds and other documents for the Congregation. The President may call special meetings and perform such other duties as are incidental to the office.

2. The Vice Presidents shall perform such duties as may be assigned by the President. The 1st Vice President shall automatically succeed to the office of the

President in case of vacancy. The 1st Vice President shall act for the President in case of his/her absence or disability. The assigned Vice President shall serve on the Finance Committee.

3. The Financial Secretary shall keep a complete list of the names and addresses and financial accounts of the members of the Congregation. He/she shall send financial commitment, assessment, and delinquent statements. He/she shall perform such other duties, as the office requires.

4. The Treasurer shall be the Chair of the Finance Committee, custodian of all funds of the Congregation and shall be the disbursing agent of the Congregation as authorized by the Board. He/she shall report monthly to the Board. He/she shall present a financial report to the Congregation at the Annual Congregational Meeting or if requested for a Special Congregational Meeting. The Treasurer shall deliver all books, moneys, documents and other records in his/her possession to his/her successor, receiving a receipt therefore. He/she shall perform such other duties, as the office requires.

5. The Secretary shall be the Chair of the Technology Committee, keep the minutes of all meetings of the Board of Directors and the Congregation. He/she shall be responsible for all general Congregation correspondence, and shall keep in his/her care all records, documents and papers entrusted to him/her by the President or the Board of Directors. He/she shall perform such other duties, as the office requires.

F. Each Director shall chair the Committees specified by his/her title. While each operates independently, the activities of all Committees are subject to review by the Board of Directors. Each Director shall appoint his/her Committee members. All appointments shall be reported promptly to the Board.

G. All Directors shall, at the conclusion of their term of service, deliver all records and effects of the Congregation in their possession to their successors.

H. All Directors shall make monthly reports for the Board Meetings and submit an annual summary report as a matter of permanent record at the Annual Congregational Meeting.

ARTICLE IX: AMENDMENTS

A. These Bylaws may be amended by resolution adopted by two-thirds vote of members present or represented by proxy at any Annual or Special Congregational Meeting at which it has been included on the agenda.

B. If after proper notification there is no quorum at the meeting, the Bylaws and or Amendments shall be voted on at the next Board of Directors meeting.

ARTICLE X: INDEMNIFICATION

Every Director, Officer or employee of the Congregation and such others as may be specified from time to time by the Board, shall be indemnified by the Congregation, against all liabilities, judgments, awards, costs and expenses including without limitation, counsel fees, imposed or reasonable, incurred, or in connection with any proceeding to which he/she may be a party or become liable by reason of being or having been a Director, Officer, or employee of the Congregation or in any settlement thereof made with the consent or approval of the Board, except in such cases where the Director, Officer or employee is adjudged guilty of willful malfeasance, or misfeasance or nonfeasance in the performance of duties. The foregoing right of indemnification shall be in addition to and not exclusive of all rights to which the indemnified person may be entitled.

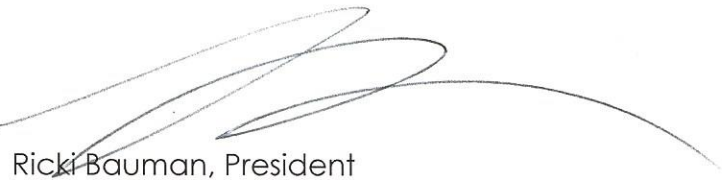
ARTICLE XI: NON-LIABILITY

To the extent permitted by law, (a) the Congregation, its Directors, Officers and committee chairs shall not be liable to its members for acts of omissions to act or any statements or any omission or errors therein published or circulated by the Congregation or by its Directors, Officers or chairs acting in said capacities; and (b) each present and future member shall be deemed to have expressly released the Congregation, its Directors, Officers and chairpersons from any and all liability (1) for such acts, omissions or errors therein and (2) by reason of any agreements, contracts, obligations, acts or plans entered into or undertaken by the Congregation on behalf of its Members.

ARTICLE XII: PARLIAMENTARY AUTHORITY

The rules of procedure at Congregational, Board and committee meetings shall be determined by Robert's Rules of Order, latest revised edition, except where these Bylaws state otherwise.

These Bylaws were approved by the members of Beth Israel The Jewish Congregation of Sun City Center, Inc. on June, 23, 2024.



Ricki Bauman, President



Barbara Nova, Secretary

Barbara Nova, Secretary