

CONSTITUTION OF
CONGREGATION BETH EL OF NORWALK, INC.

ARTICLE I
NAME

The name of this organization shall be Congregation Beth El of Norwalk, Inc., and the organization shall be incorporated as a non-profit corporation under the laws of the State of Connecticut.

ARTICLE II
PURPOSE

The purpose of this Congregation is to establish and maintain a Synagogue and such educational, religious, social and cultural activities as will help further the cause and objectives of the Synagogue and Conservative Judaism.

ARTICLE III
AFFILIATION

This Congregation shall be affiliated with USCJ until such time as otherwise determined by the Board of Trustees.

ARTICLE IV
MEMBERSHIP

Section 1. Any adult of the Jewish faith, or spouse of a Jew in a marriage recognized by the State of Connecticut, or any adult recommended for membership by the Rabbi to the Membership Committee shall be eligible for membership. Nothing herein shall contradict the rules of the Beth El Memorial Park Cemetery Corporation. The death or divorce of the Jewish member shall not divest the non-Jewish spouse of membership. The Congregation shall treat all members equally regardless of their age, sex, national origin, race, or sexual orientation.

Section 2. There shall be five types of membership:

a. Family Membership. Such membership shall be extended to married couples and shall entitle each spouse to all membership privileges.

b. Individual Membership. Such membership shall be extended to any Jewish adult or any non-Jewish adult at the recommendation of the Rabbi to the Membership Committee.

c. Associate Membership. Such membership shall be extended to an individual who is a full dues paying member at another synagogue and normally does not attend Congregation functions. Such member shall not have a vote at meetings of the Congregation nor receive High Holiday tickets free of charge.

d. Life Membership. Such membership may be conferred as a special honor to a member and spouse whose devotion to Judaism and/or service to the Congregation has been long and distinguished; or to a person and spouse who being otherwise

eligible, has paid a designated sum to the Congregation. Such members shall enjoy the rights of membership without paying any annual dues, fees or assessments, including the right of one vote for the member and one vote for the spouse at meetings of the Congregation. Additional rules, eligibility and the designated sum will be established by the Board of Trustees.

e. Honorary Membership. Nonvoting honorary membership shall be conferred upon the Rabbi and Cantor of the Congregation, their spouses and children. Such membership may be conferred upon other deserving persons of the community on a year by year basis by the Board of Trustees. Such members shall enjoy the rights of membership without paying any annual dues, fees or assessments.

Section 3. Applications for membership shall be made in writing to the Membership Committee, which shall rule upon each application.

Section 4. A member may be suspended or expelled:

a. For conduct which brings discredit upon the Congregation by a two-thirds vote of the Board of Trustees at any regular or special meeting, or

b. For failure to pay dues, subject to any accommodation approved by the Finance Review Committee, for a period of two years upon 30 days' notice by the Finance Review Committee.

ARTICLE V DUES, ASSESSMENTS, FEES AND BUDGET

Members, except Life Members and Honorary Members, shall pay such dues, fees and assessments as shall be determined by the Congregation. The Treasurer shall annually present to the Board of Trustees to consider and act upon a proposed budget and any changes in dues, fees, and assessments for the following fiscal year. . The Board of Trustees shall approve an annual budget. The Board of Trustees shall recommend any changes in dues, fees and assessments to the Congregation for approval at the Annual meeting of the Congregation.

ARTICLE VI
PRIVILEGES OF MEMBERSHIP

Section 1. A member in good standing is someone who shall:

- a. have no dues, fees or assessments, subject to any accommodation approved by the Finance Review Committee, outstanding from the previous fiscal year; and
- b. have no dues, fees or assessments, subject to any accommodation approved by the Finance Review Committee, outstanding for more than three months during the current fiscal year; and
- c. have paid all dues, fees and assessments, subject to any accommodation approved by the Finance Review Committee, by the end of the fiscal year.

Section 2. Members in good standing shall enjoy the following privileges:

- a. Attending all meetings of the Congregation and regular meetings of the Board of Trustees.
- b. Having a voice and, except for Associate and Honorary Members, a vote at all meetings of the Congregation.
- c. Except for Associate and Honorary Members, holding office in the Congregation and serving on the Board of Trustees. Non-Jewish members can not serve on the Board of Trustees, the executive committee or the ritual committee, but may chair any committee other than: Ritual, Adult Education, Religious School, Youth or Membership.
- d. Participating in all religious services of the Synagogue, subject to any rules and regulations which may be established by the Board of Trustees.
- e. Enrolling their children in the Religious School of the Congregation, subject to fees, rules and regulations that may be established by the Board of Trustees or Religious School Committee.
- f. Benefiting from the services of the clergy at Jewish life cycle events, as well as consulting with clergy.
- g. Eligibility to purchase burial plots in Beth El Memorial Park, subject to the regulations and restrictions of the Beth El Memorial Park.
- h. Except for Associate Members, receiving High Holiday tickets free of charge.

ARTICLE VII MEETINGS

Section 1. The Annual Meeting of the Congregation shall be held during the final month of the fiscal year, or in the case of an emergency within eight (8) weeks of the end of the fiscal year as the Board of Trustees designates, and on such day as the President may designate.

a. Any changes in the dues, fees and assessments of the Congregation for the following fiscal year proposed by the Board of Trustees shall be voted on at the Annual Meeting.

b. The officers and new trustees for the ensuing year shall be elected at the Annual Meeting. The Nominating Committee shall propose a slate of officers and trustees for election. Alternate nominations to the Nominating Committee's slate must be proposed by no less than thirty voting members in good standing. Such nominations are to be filed with the Secretary no later than seven days prior to the Annual Meeting for mailing first class or e-mailing to the entire membership of the Congregation at least five days before the Annual Meeting. The nominees for an officer receiving a plurality of the votes shall be elected. The nominees for trustees receiving the most votes for the number of positions being chosen shall be elected.

c. Notice of the Annual Meeting shall be given by the Secretary of the Congregation, by mail or e-mail to all members of the Congregation, and mailed or e-mailed at least eighteen days prior to such meeting. The notice shall include the Nominating Committee's proposed slate of nominees for officers and trustees.

d. Three inspectors shall be designated by the President and they shall canvass the ballots. Elected officers and trustees shall assume their office upon election.

Section 2. Special meetings of the Congregation may be called by the President whenever deemed necessary, and must be called by the President at the written request of five percent (5%) of members in good standing of the Congregation or by one-third (1/3) of the Board of Trustees. Said request shall state the reason for the meeting. In the event that the President fails to issue a call for the special meeting within five days after being requested to do so, any vice president may issue such a call.

Section 3. No business shall be transacted at a special meeting, except for the purpose stated in the call, without the unanimous consent of all members present. Notice of such special meeting shall be given by the Secretary of the Congregation, by first class mail or by e-mail to members, directed to their addresses as they appear in the records of the Congregation and sent no fewer than ten nor more than forty days prior to the meeting.

Section 4. At all meetings of the Congregation, regular and special, a quorum for the transaction of business shall consist of ten percent (10%) of the members of the Congregation. Members may not vote by proxy.

ARTICLE VIII BOARD OF TRUSTEES

Section 1. The management and administration of affairs of the Congregation shall be vested in a Board of Trustees. The President of the Congregation shall serve as the Chairman of the Board of Trustees.

The Board of Trustees shall be composed of following categories of members:

a. Fifteen members, each of whom shall be elected for a term of three years. Terms shall be overlapping, so that each year the terms of office of five members shall expire. Such members shall have a vote at meetings of the Board of Trustees. A member of the Board of Trustees may not serve more than two consecutive terms of three years each and must take at least one year off the Board before serving an additional term. Current members of the Board shall complete their terms as elected.

b. All past presidents who became past presidents on or before May 1, 2017 shall be members of the Board of Trustees so long as they remain members in good standing of the Congregation. Such members shall have a vote at meetings of the Board of Trustees. Notwithstanding the foregoing, as of May 1, 2017 any past president who has not attended at least six (6) of the prior twelve (12) Board meetings may not vote at Board meetings.

c. The officers of the Board of Trustees shall be voting members of the Board of Trustees and shall not be included in the above categories of members.

d. The Rabbi and the Cantor shall be ex-officio members of the Board of Trustees and shall not have a vote at meetings of the Board of Trustees.

e. Life membership on the Board of Trustees may be conferred by the Board of Trustees as a special honor to a member whose devotion to Judaism and/or service to the Congregation has been long and distinguished. Such member shall have a vote at meetings of the Board of Trustees.

Section 2. Each member of the Board of Trustees shall chair not less than one committee per year of service on the Board of Trustees, and shall also serve as a member on not less than one other ad hoc or designated committee per year of service on the board of trustees. The Board of Trustees shall be charged with and assume control of all of the property of the Congregation; shall designate the bank or banks wherein the funds of the Congregation shall be deposited; shall be responsible for all expenditures and dispersal of Congregational funds and property – and no contract for greater than \$10,000 may be signed unless pursuant to a resolution of the Board - but shall not invest any of the funds of the Congregation in any investments which are not legal for state-chartered banks in the state, nor provide for the setting aside of any funds which would avoid the necessity of the President or Treasurer signing withdrawal vouchers or checks against it.

Section 3. The Rabbi shall be chosen by the Board of Trustees acting upon the recommendation of a Selection Committee appointed by the President and approved by the Board of Trustees. The terms under which the Rabbi will serve shall be determined by the Board of Trustees.

Section 4. Should the Board of Trustees determine to hire a Cantor, from time to time or for a full time position, the Cantor shall be chosen by the Board of

Trustees acting upon the recommendation of a Search Committee appointed by the President and approved by the Board of Trustees. The terms under which the Cantor will serve shall be determined by the Board of Trustees.

Section 5. The Board of Trustees shall make such rules and regulations consistent with the Constitution as they may deem advisable for the proper conduct of their meetings and for the general purposes of this Congregation.

Section 6. The Board of Trustees shall meet not less than nine (9) times per year on or about the fourth Tuesday of any month in which it meets, or on such other day as the Board may designate, and a quorum thereat shall be a majority of the elected trustees and officers. No matter may be acted upon by the Board except by a majority vote of the members present. Members of the Board may not vote by proxy.

Section 7. Special meetings of the Board of Trustees may be called by the President at the President's discretion, and must be called by the President at the written request of eight members of the Board. Said request shall state the reason for and the purpose of the meeting. In the event that the President fails to issue a call for a special meeting within five days after being requested to do so, any vice president may issue such call.

Section 8. Any of the 15 elected members of the Board of Trustees may be expelled from the Board of Trustees by a two-thirds vote of the Board of Trustees at any regular or special meeting for having missed three consecutive meetings of the Board of Trustees without having been excused by the President.

Section 9. In the event of the expulsion, death or resignation of a member of the Board, the Nominating Committee shall recommend a successor to be elected by the Board of Trustees to fill the office for the unexpired term.

Section 10. Any member of the Board of Trustees' personal liability for monetary damages for breach of duty as a member of the Board shall be limited to an amount that is equal to the compensation received by the member for serving the Congregation during the year of the violation if such breach did not (a) involve a knowing and culpable violation of law by the member, (b) enable the member, or an associate, to receive an improper personal economic benefit, or (c) show a lack of good faith and a conscious disregard for the duty of the member to the Congregation under circumstances in which the member was aware that the conduct or omission created an unjustifiable sustained and unexcused pattern of inattention that amounted to an abdication of the member's duty to the Congregation. No such provision shall limit or preclude the liability of a Board member for any act or omission occurring prior to the effective date of this provision.

Section 11. The Congregation shall maintain Officers and Directors liability insurance, in an amount, to be determined by the Board, sufficient to financially protect and defend the officers and Board members in the event of a law suit directed against them.

Section 12. Whenever an officer, or a member of the Board of Trustees or Committee member believes that a matter to be voted upon would involve a personal conflict of interest, that person shall so announce and shall abstain from voting on the matter. Whenever the possibility of a conflict of interest is thought to exist, either by the member involved or by any other member, that possibility shall be brought to the attention of the meeting; the question of whether or not an actual conflict exists shall be decided by a majority vote of the members present, excluding the member involved and any other members already disqualified because of conflict of interest.

Section 13. No officers, members of the Board of Trustees, or their spouses or children shall receive financial remuneration for services rendered during a member's term with

the Congregation, excluding the religious and nursery schools. Anyone with a conflict of interest on a hiring decision must recuse themselves and excuse themselves from the meeting discussion.

ARTICLE IX OFFICERS

Section 1. The Executive Committee shall consist of the officers of this Congregation which shall be:

- a. President
- b. First Vice President
- c. Vice President for Membership
- d. Vice President for Fund Raising
- e. Vice President for Education
- f. Secretary
- g. Treasurer
- h. Financial Secretary

Section 2. It shall be the function of the President to preside as chair at all meetings of the Congregation and of the Board of Trustees and to call all the meetings of the Congregation and of the Board of Trustees; to sign or, in the President's absence, to appoint a designee to sign all agreements, contracts, deeds and other documents for the Congregation, pursuant to appropriate resolutions by the Congregation or Board of Trustees; to sign or, in the President's absence, to appoint a designee to sign all checks, vouchers and notes, as may be directed by the Congregation or the Board of Trustees; to appoint all committees and to approve the hiring, renewal or termination of employees including the Rabbi and Cantor, on such terms and conditions as determined by the Board of Trustees. The President shall be a member and chairman of the Executive Committee. The President shall be an ex-officio member of all other committees, without the right to vote.

Section 3. In addition to the other duties herein defined, each of the officers shall be responsible for one or more of the Designated Committees as defined in Article XIV which shall report to that officer. Each officer shall represent the Designated Committee's interest to the Executive Committee and Board of Trustees.

Section 4. The First Vice President shall assist the President in the discharge of the President's duties and, in case of the President's absence, resignation, death or disability, shall discharge all of the duties of that office. The office of First Vice President is designated as the successor to the President, and the individual holding such office shall endeavor to learn the processes of the Congregation, assist the sitting President in the President's duties, and prepare to become President at the expiration of the sitting President's term. The First Vice President shall meet with the Rabbi on a regular and consistent basis. The Designated Committees to the First Vice President shall be the House Committee, the Personnel Committee and the Ritual Committee. The First Vice President shall render written reports on each of the aforementioned Designated Committees' activities to the Board of Trustees as directed by the Board.

Section 5. Vice President for Membership shall recruit and work with a chair person and committee tasked with increasing membership through the addition of new members and through the retention of existing members. The Vice President shall meet with the Rabbi on a regular and consistent basis for the purpose of working together to keep and recruit

members. The Vice President for Membership or a proxy thereof shall work with other committees when appropriate to increase the membership potential of synagogue events and policies. The Vice President for Membership shall also assist the President in the discharge of the President's duties as required by the President. The Designated Committees to the Vice President for Membership shall be the Membership Committee and the Social Committee. The Vice President for Membership shall render written reports on each of the aforementioned Designated Committees' activities to the Board of Trustees as directed by the Board.

Section 6. The Vice President for Fund Raising shall recruit and work with a chair person and committee tasked with identifying and collecting the funds necessary to run this organization. The committee may be comprised of a standing committee as well as ad hoc committees for various fund raisers from time to time. The Vice President shall meet with the Rabbi on a regular and consistent basis for the purpose of working together to understand the role of the Rabbi in raising funds for the congregation. The Vice President for Fund Raising or a proxy thereof shall work with other committees when appropriate to increase the fund raising potential of synagogue events and policies. The Vice President for Fund Raising shall also assist the President in the discharge of the President's duties as required by the President. The Designated Committee to the Vice President for Fund Raising shall be the Development Committee. The Vice President for Fundraising shall render written reports on the Development Committee's activities to the Board of Trustees as directed by the Board.

Section 7. The Vice President for Education shall recruit and work with a chair person and committee tasked with overseeing and supporting the educational needs of this organization. The committee may be comprised of a standing committee as well as ad hoc committees for various educational purposes from time to time. The Vice President shall meet with the Rabbi on a regular and consistent basis for the purpose of working together to further the educational objectives of the Congregation. The Vice President or a proxy thereof shall work with committees when appropriate to increase the educational potential of synagogue events and policies. The Vice President for Education shall also assist the President in the discharge of the President's duties as required by the President. The Designated Committees to the Vice President for Education shall be the Religious School Committee and the Youth Committee. The First Vice President shall render written reports on each of the aforementioned Designated Committees' activities to the Board of Trustees as directed by the Board.

Section 8. The Secretary shall keep an accurate record of the membership and of all the proceedings of the Congregation, and of the Board of Trustees and make them available to all members upon request; and as the Congregation's legally designated Secretary sign such instruments or documents as may be necessary to effectuate the proper operation of the Congregation or the Board of Trustees. The Secretary shall also assist the President in the discharge of the President's duties as required by the President. The Designated Committee to the Secretary shall be the Adult Education Committee. The Secretary shall render written reports on the Adult Education Committee's activities to the Board of Trustees as directed by the Board.

Section 9. The Treasurer shall oversee the maintenance of an accurate and correct record of the expenditures of the Congregation and of the accounts between the Congregation, including the Congregation Beth El Trust Fund, and parties other than its members,

which records shall be open at all times for inspection by the Board of Trustees and the Finance and Budget Committee. The Treasurer shall make all withdrawals authorized by the Congregation and then only by check or electronic transfer or electronic check, signed by the Treasurer, the President, or other officer authorized by the Board of Trustees. The Treasurer shall render a written report of the finances of the Congregation that relate to the Treasurer's office at all of the meetings of the Board of Trustees, at the annual meeting of the Congregation, and at such other meetings and occasions as the Treasurer may be directed to do so by the Congregation or by the Board of Trustees. Said report shall be affixed to the minutes of the meeting at which it is presented. The Treasurer shall also assist the President in the discharge of the President's duties as required by the President. The Designated Committee to the Treasurer shall be the Finance and Budget Committee.

Section 10. The Financial Secretary shall oversee the maintenance of an accurate and correct record of the receipts of the Congregation and of the accounts between the Congregation and its members which records shall be open at all times for inspection by the Board of Trustees and the Finance and Budget Committee, except the records of the individual members' accounts; notify all members of the Congregation of their indebtedness to it; receive all funds that shall, from time to time, be payable to the Congregation, giving receipt therefor; and cause the same to be deposited or invested in the Congregation's name, as directed by the Board of Trustees. The Financial Secretary shall with the approval of the Finance Review Committee make confidential arrangements with members who have proven financial hardship and therefore, have difficulty meeting Congregational dues, fees and assessments. The Financial Secretary shall render a written report of the finances of the Congregation that relate to his office at all meetings of the Board of Trustees, at the Annual Meeting of the Congregation, and at such other meetings or occasions as the Financial Secretary may be directed to do so by the Congregation or by the Board of Trustees. Said report shall be affixed to the minutes of the meeting at which it is presented. The Designated Committees to the Financial Secretary shall be the Financial Review Committee and the Trust Fund Committee. The Financial Secretary shall render written reports on each of the aforementioned Designated Committees' activities to the Board of Trustees as directed by the Board.

Section 11. The President and each Vice President shall be elected for terms of two years, and may be reelected for a second term of two years. They shall not be eligible for three consecutive terms in the same office. All other officers shall be elected for terms of one year, and may be reelected for a second, third and fourth term of one year. They shall not be eligible for five consecutive terms in the same office.

Section 12. In the event of the death, resignation or incapacity of any officer, a successor shall be elected by the Board of Trustees to fill the vacancy for the unexpired term.

ARTICLE X THE RABBI

Section 1. The pulpit of this Congregation shall be occupied by an ordained Rabbi who shall profess and observe the tenets of Conservative Judaism.

Section 2. The Rabbi shall have the overall responsibility of implementing the aims and objectives of the Congregation. At the same time the Rabbi may seek the advice and guidance of the Board of Trustees, the Ritual Committee or any special committee or committees which may be set up for the purpose, to determine the views of the Congregation and the most effective way of discharging the Rabbi's duties.

Section 3. The Rabbi shall be the spiritual leader of the Congregation and as such shall serve the religious, educational, spiritual and pastoral needs of the membership as well as to serve the Congregation through spiritual leadership in the community at large, both Jewish and non-Jewish.

Section 4. The Rabbi shall at all times enjoy full and complete freedom of the pulpit including without limitation, the freedom to preach on whatever topic and in whatever manner the Rabbi shall deem appropriate to discharge the Rabbi's pastoral responsibilities to the Congregation. The Rabbi shall be free to invite persons the Rabbi deems qualified, whether Rabbis or otherwise, to share the pulpit, and no person shall occupy the pulpit or share it with the Rabbi on any occasion or for any purpose without the Rabbi's express consent.

Section 5. The Rabbi shall be deferred to on all matters of halakhah which may come before the Congregation.

ARTICLE XI THE CANTOR

Section 1. Should the Board of Trustees determine to hire a Cantor, from time to time or for a full time position, the Cantor of this Congregation shall profess and observe the tenets of Conservative Judaism.

Section 2. The Cantor, subject to the Rabbi's approval, shall be responsible for the musical program and activities of the Congregation and shall be guided in the performance of the Cantorial duties by the Rabbi the Ritual Committee and any other appropriate committee which may be appointed for this purpose by the Board of Trustees. The Cantor shall participate in all religious rites and services in the Congregation.

ARTICLE XII AUXILIARY ORGANIZATIONS

Section 1. The Congregation shall have such auxiliary organizations as shall, from time to time, be authorized by the Board of Trustees.

Section 2. The activities of all auxiliary organizations of the Congregation shall always be conducted in such a manner as will be in consonance with the principles of Conservative Judaism and advance the best interests of the

Congregation.

Section 3. The constitutions, by-laws and other regulations of all auxiliary organizations shall be consistent with the Constitution and policies of the Congregation. Copies of the constitutions; by-laws and other regulations of all auxiliary organizations shall be provided to the Board of Trustees.

Section 4. Auxiliary organizations shall submit an annual report to the Congregation at the Annual Meeting and shall submit reports when requested by the Board of Trustees.

ARTICLE XIII TRUST FUND

Section 1. There shall be a Trust Fund known as the Congregation Beth El Trust Fund.

Section 2. All bequests, gifts and contributions of \$5,000 or more, unless otherwise designated by the donor, shall be deposited in the Trust Fund.

Section 3. The Board of Trustees may change the \$5,000 threshold.

ARTICLE XIV DESIGNATED COMMITTEES

Section 1. Within two months after the Annual Meeting of the Congregation, the President may appoint chair people for any or all of the Designated Committees of the Congregation.

Section 2. The chair people of Designated Committees may be appointed by the President for a term to coincide with the term of the President and may be reappointed for additional such terms. They shall not be eligible for five consecutive terms as committee chair.

Section 3. The President may appoint special committees and chairs of special committees for a specific purpose and term when necessary.

Section 4. All committees derive their authority from the Board of Trustees.

Section 5. The Designated Committees of this Congregation, their officers, and their responsibilities shall be as follows:

a. Executive Committee. The Executive Committee shall review the management and administration of the affairs of the Congregation and shall make recommendations to the Board of Trustees on actions it should take. The Executive Committee shall be responsible for matters referred to it by the Board of Trustees. When the occasion arises, the Executive Committee shall also initiate action for the suspension or expulsion of members. The members of the Executive Committee shall be the officers of the Congregation and such other members as designated by the Board of Trustees. The Chair of the Executive Committee shall be the President.

b. Finance and Budget Committee. This committee shall make periodic reviews of the financial operations of the Congregation and shall report its findings to the Annual Meeting of the Congregation and, from time to time, to meetings of the Board of Trustees. It shall annually present to the Board of Trustees for its approval a proposed operating budget with projected revenues and expenses, and any changes in dues, fees and assessments for the following fiscal year. It shall also arrange for a financial report of the Congregation's financial records including the Congregation Beth El Trust Fund. The committee will recommend to the Board of Trustees policies and procedures for multiple and single signatures for various amounts and other transfers of Congregation funds. The members of the Finance and Budget Committee shall be the Treasurer and Financial Secretary. The officer responsible for the Finance and Budget Committee shall be the Treasurer.

c. Religious School Committee. This committee shall supervise the Religious School of the Congregation, on the elementary and secondary levels, and shall advise the administrator of the Religious School on policy. The Rabbi shall advise the Committee and the administrator of the Religious School. The officer responsible for the Religious School Committee shall be the Vice President for Education.

d. Ritual Committee. This committee shall be responsible for all religious services of the Congregation, including the acquisition and maintenance of ritual property, weddings, Bar/Bat Mitzvah, brit milah/simchat bat, and funerals, and shall formulate rules and regulations for all such services, subject to the approval of the Board of Trustees. It shall offer to the Rabbi such advice and guidance as the Rabbi may require regarding the character and mode of the various services during the High Holy Days and at other times during the year. The committee, however, must defer to the Rabbi for any and all halakhic decisions affecting the Congregation and/or its members. The officer responsible for the Ritual Committee shall be the First Vice President.

e. Membership Committee. This committee shall be charged with the responsibility of establishing contact with Jewish individuals in the community not affiliated with our Congregation, particularly with new families, with the objective of inviting them to become members of the Congregation. This committee shall also review applications for membership. This committee shall also work to integrate and engage new and current members. The officer responsible for the Membership Committee shall be the Vice President for Membership.

f. Social Committee. This committee shall be charged with the responsibility of developing social and cultural programs designed to provide non-ritual opportunities for members and prospective members of the Congregation to socialize with each other. The officer responsible for the Social Committee shall be the Vice President for Membership.

g. Adult Education Committee. This committee shall be charged with the responsibility of developing a program of adult education for the Congregation. It shall also determine a policy and formulate rules and regulations for the administration of such a program, subject to the approval of the Board of Trustees. The Rabbi shall work with the Committee. The officer responsible for the Adult Education Committee shall be the Secretary.

h. Youth Committee. This committee shall be charged with the responsibility of developing a program of youth activities for the Congregation. It shall also determine policy and formulate rules and regulations for the administration of such a program. The officer responsible for the Youth Committee shall be the Vice President for Education.

i. House Committee. This committee shall be charged with the responsibility of the upkeep, security, and maintenance of the Congregation's buildings, supervising repairs as well as capital improvements as directed by the Board of Trustees and obtaining adequate property and liability insurance for the Congregation. When extensive new building plans are undertaken, a separate Construction Committee shall be appointed. The officer responsible for the House Committee shall be the First Vice President.

j. Nominating Committee. This committee shall be charged with the responsibility of recommending a slate of officers and trustees to the Congregation for election at its Annual Meeting and of recommending officers and trustees to the Board of Trustees to fill vacancies in an office or on the Board of Trustees. This committee shall be chaired by the immediate past President and shall consist of at least three members. The officer responsible for the Nominating Committee shall be the President.

k. Personnel Committee. This committee shall be charged with the responsibility of delegating the supervision or directly supervising the staff of the Congregation, negotiating the contracts of the staff and recommending the priorities of the staff and developing personnel policy. The members of this committee shall normally be the President and the Vice Presidents. The officer responsible for the Personnel Committee shall be the First Vice President.

l. Trust Fund Committee. This committee shall administer the Congregation Beth El Trust Fund and other restricted funds all herein referred to as Trust Funds, authorize expenditures of the Trust Funds, maintain accurate records of all transactions relating to the Trust Funds, invest the Trust Funds, submit an annual report concerning the Trust Funds to the Board of Trustees prior to the Annual Meeting and shall submit reports when requested by the Board of Trustees. The Trust Funds may only be used for purposes related to the Congregation and its auxiliary organizations and consistent with the terms of any grant. The President or Treasurer or other officer authorized by the Board of Trustees and the Trust Fund Committee shall sign any checks, vouchers or forms relating to the Trust Funds which are authorized by the Trust Fund Committee. The members of this committee shall be three past presidents appointed by the President, the President, a Vice President appointed by the President, the Treasurer and the Financial Secretary. The President shall appoint the chairman of the committee. The officer responsible for the Trust Fund Committee shall be the Financial Secretary.

m. Finance Review Committee. This committee shall be responsible for reviewing requests from members, and applicants for membership, for adjustment of established dues, fees, and assessments for proven financial hardship or other reasons. The committee shall or shall not extend consideration based on time-honored Judaic principles, with consideration for the need balanced against the realities of the Congregation's finances, and consistent with past practices of the Congregation. Meetings shall be private and the committee's deliberations shall be confidential. The members of this committee shall be the Financial Secretary, the Treasurer and a staff person, other than the Rabbi or Cantor, as may be designated by the Financial Secretary. This committee is responsible for determining the procedure for financial assistance review. The Officer responsible for the Finance Review Committee shall be the Financial Secretary.

n. Development Committee. This committee shall develop programs that will stimulate bequests and gifts as well as propose steps to generate major additional operating income. The officer responsible for the Development Committee shall be the Vice President for Fund Raising.

Section 6. Committees shall submit an annual report to the Board of Trustees prior to the Annual Meeting and shall submit reports when requested by the Board of Trustees.

ARTICLE XV PARLIAMENTARY PRACTICE

Robert's Rules of Order shall be the standard for parliamentary procedure in this Congregation, in the absence of any other rule or law governing the procedure in a particular situation.

ARTICLE XVI 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 articles of this Constitution, or to introduce new articles to it, shall be submitted in writing to the Board of Trustees. All such written submissions shall be reviewed by the Executive Committee at its next meeting, or, if the proposal is submitted less than ten (10) days prior to that meeting, then at the following one. The Executive Committee may or may not, in its sole discretion, present the proposal to the Board of Trustees. However, if said proposal is signed by five percent (5%) of the membership, the proposal must come before the Board of Trustees for a vote.

b. The Board of Trustees shall consider such a proposal at its next meeting.

c. Within thirty days after a vote on the proposal by the Board of Trustees, a meeting of the Congregation shall be called to discuss and vote on the proposal. The notice of such meeting shall include a copy of the proposal.

d. At such meeting, a report shall be submitted on the recommendation of the Board of Trustees regarding action to be taken.

e. If a two thirds vote of those present favors the proposal, it shall be declared adopted.

Section 2. A proposal for amendment or suspension which has been rejected by the Congregation may not be resubmitted for consideration by the Congregation unless twelve months have elapsed since the time of such rejection.

ARTICLE XVII DISSOLUTION

Section 1. In the event of dissolution, all of the remaining assets and property of the Congregation shall, after the payment of necessary expenses thereof, be distributed exclusively for the purposes of the organization in such manner, or to such organizations or organizations organized and operating exclusively for charitable, educational or religious purposes as shall at the time qualify as an exempt organization or organizations under the laws of the State of Connecticut and of the United States government as the Board of Trustees shall determine.

Section 2. No part of the net earnings of the Congregation shall inure to the benefit of

any member, trustee, officer of the Congregation or any private individual, except that reasonable compensation may be paid for services rendered to or for the Congregation, and no member, trustee, officer of the Congregation or any private individual shall be entitled to share in the distribution of any of the assets on dissolution of the Congregation.

Revised Constitution adopted by the Board of Trustees on March 22, 2018 and adopted by the Congregation on March 22, 2018. Replaces original constitution and by laws adopted June 3, 1935, and amended thereafter.

Sharon DiFala,
President

Esther Lester,
Secretary

