

Congregation Tiferes Menachem of Brooklyn NY, Inc.

By-Laws

Article I – Name & Authority

1. This congregation shall be known as Congregation Tiferes Menachem of Brooklyn NY, Inc. – a non-profit religious corporation in the State of New York, County of Kings, whose offices are located in Brooklyn.
2. Questions requiring Rabbinic determination shall be referred to a member of the Vaad Rabbonei Lubavitch or such other authoritative Orthodox rabbinic body as may be initially determined by the Congregation.
3. Any dispute concerning matters of Jewish law, ritual worship or structure of the place or place of worship services of a Synagogue including disputes between the majority of the members and a minority consisting of even one single member, if not finally adjudicated and resolved by the Rabbi of the Congregation, or in the absence of an incumbent Rabbi, shall be submitted for final, binding and conclusive determination to the Beth Din of the Vaad Rabbonei Lubavitch or, alternatively, to such other Orthodox Jewish law tribunal in accordance with halacha recognized among observant Orthodox Jewry as authoritative. No tribunal or source outside the accordance of halacha can be called upon to decide disputes in the above-mentioned areas.
4. The Nussach of the prayers shall be in accordance with Siddur Tehillat Hashem al pi Nusach Ha'ari Zal published by Kehot Publication Society.
5. Congregation Tiferes Menachem will maintain a Men's Jewish Ritual Bath (Mikvah).

Article II – Membership, Dues, and Assessments

1. Any Jew, as defined by Jewish Law (Shulchan Aruch), may be eligible for membership at the age of eighteen years.
2. Membership shall be by family unit. Unmarried individuals who otherwise meet the membership requirements as set forth in this Article shall be considered a family unit for the purpose of membership.
3. Dues and assessments shall be fixed and approved by the Board of Trustees. . The total of all dues and assessments in any one (Jewish calendar) year shall not exceed two hundred dollars (\$200.00) unless explicitly approved by majority vote by the membership at an annual or special membership meeting. Membership dues are to be paid yearly upon the receipt of written statements.
4. Voting shall be limited to members in good standing and to one vote per member.
5. A member in good standing is a member who has no amount of dues or assessments outstanding for a period of more than one year. And one who has been a regular attendee (at least 30 Shabbos services and/or at least 150 weekday services) at services in the preceding 12 month period.

Article III – Membership Meetings

1. The congregation shall have an annual meeting during the month of Mar Cheshvan. The membership shall be notified of the date, time and place of the meeting at least two weeks prior to the date of any annual or yearly meeting, by personal delivery, mail, fax or email. A financial statement shall be prepared by an accountant on behalf of the Board of Trustees, and distributed at each annual meeting.
2. A quorum shall consist of 20% of the membership.

Article IV – Officers and Board of Trustees

1. There shall be six Trustees of the congregation.
2. Upon their election, the Trustees shall meet, and appoint from among themselves the officers of the congregation, consisting of a President, Vice-President, Treasurer, Secretary, and two Gabboim. Any individual Trustee may serve in one or more capacity, except that the President shall not also serve as the Secretary. A candidate must receive a majority of the valid votes cast to be elected a trustee in the first round of voting. If each of six candidates do not receive a majority vote, a runoff election shall be held two weeks after the original election to fill the remaining seats. The candidate(s) with the highest number of votes will then become Trustee(s), to bring the number of elected trustees up to six. The Gabboim may be appointed only from among the trustees elected in the first round of voting.

Article V – Elections and Vacancies

1. At least four weeks prior to an election meeting, the President shall appoint a nominating committee of five members and designate a chairman. The nominating committee shall call for nominations at least two weeks before an election meeting. Any member in good standing may be nominated. The committee shall mail or e-mail the slate to the membership prior to the election meeting. Additional nominations may be made at the election meeting.
2. All ballots for elections shall be by closed ballot.
3. All trustees shall be elected for a term of one year. However, an election for trustees may be waived by a 2/3 vote of the members present at the meeting, in which case the then current Board of Trustees shall continue in office for an additional year without an election. However, in any four year period, the members may not waive such election more than three consecutive years.

4. Elections must be held a minimum of every four years.
5. No candidate absent from the election meeting shall be elected to any position unless he notifies the nominating committee in advance of the election meeting in writing of his willingness to accept the position if elected.
6. Elected officers and trustees shall take office within three weeks after elections.
7. After the elections, all elected members will convene and designate positions for each elected member.
8. In the event of a single vacancy for any reason, the remaining members of the Board of Trustees shall appoint another member to serve as a trustee only until the next regular or special election. In the event of two or more simultaneous vacancies, or in the event of a vacancy occurring where there is already one appointed Trustee serving, the president shall immediately call for a special election meeting, on at least two weeks' notice, for the purpose of filling the seats for the remainder of the officer's or director's term.

Article VI – Responsibility and Authority

1. The membership reserves unto itself all responsibilities of the congregation.
2. The membership delegates its responsibilities to the Board of Trustees subject to these bylaws.
3. No decision whose fiscal impact (positive or negative) is greater than twenty-five thousand dollars shall be acted on without the approval of the membership. The Board of Trustees shall obtain three bids prior to making any expenditure of over two thousand five hundred (\$2,500) dollars for non-emergency items.

4. A majority of the valid votes cast at a duly convened meeting of the membership or the board shall be required for passage of any action unless otherwise provided by these by-laws.

Article VII – Duties of Officers

A – President

1. The President shall act as the managing head of the congregation and shall preside at all meetings.

2. The President shall put to vote all proper motions but he shall not make or second any motion.

3. The President may vote for elections of officers and trustees.

4. The president shall serve as Chairman of the Board of Trustees.

B – Vice President

1. The Vice-President shall be present at all meetings and assist the President in the discharge of his duties. In the absence of the President, the Vice-President shall assume the powers vested in the President.

C – Treasurer

1. The Treasurer shall receive all monies for the use of the congregation and shall have powers to maintain the bank accounts and records of the congregation.

2. All checks shall be signed by two officers, other than the Treasurer, one of whom must be the President or the Vice-President.

D – Secretary

1. The secretary shall keep an accurate record of the proceedings of the congregation and serve notices to attend meetings.
2. The secretary shall maintain the membership list of the congregation.

E – Gabbaim

1. The Gabbaim shall determine recipients of aliyos, designate ba'alei tefillah, and be responsible for the decorum during davening.
2. The Gabbaim shall ensure that there are regular classes, farbrengens and that these are properly scheduled.
2. Both Gabbaim shall be present as often as possible to supervise the religious services in all aspects.

Article VIII – Committees

1. Annually, the president shall appoint the following standing committees and designate their chairmen:
 - a. Building maintenance and Development
 - b. Mikvah
 - c. Ruchnius & Farbrengens
2. The president shall have the power to appoint special committees and designate their chairmen.

Article IX – Adoption and Amendment

1. These by-laws shall be adopted by a vote of at least two thirds of the members present at a meeting called for that purpose on at least two weeks written notice.
2. After adoption, these by-laws may be amended by a vote of at least two thirds of the members present at a meeting called for that purpose on at least two weeks written notice. Such notice shall include a general description of the subject matter of any proposed amendment.

Revised 4 Shvat 5776 / January 14, 2016