

**CONSTITUTION**  
**MEN OF REFORM JUDIASM AT WESTCHESTER REFORM TEMPLE**  
**DULY AMENDED ON May 3, 2022**

**MEN OF REFORM JUDIASM**  
Westchester Reform Temple 255 Mamaroneck Road  
Scarsdale, NY 10583

**ARTICLE I** **NAME**

1. The name of this organization shall be MEN OF REFORM JUDIASM ("MRJ") at the Westchester Reform Temple WRT ("Temple") formally known as the Men's Club at Westchester Reform Temple.
2. This organization shall be an auxiliary of the Temple.

**ARTICLE II** **PURPOSE AND MISSION**

1. The purpose of the MRJ shall be to cooperate with the Temple in its programs and activities; foster Judaism amongst its membership and stimulate fellowship between its members and the community.
2. The MRJ at WRT is a fellowship of men who aspire to Tikkun Hanefesh (self-development and self-fulfillment) and Tikkun Olam (repair the world).
3. The MRJ at WRT helps build and enhance the overall sense of community at WRT and beyond by creating occasions for congregants to create long- lasting relationships through engagement and community service. The MRJ at WRT also helps foster a love of Judaism amongst its membership.
4. MEN OF REFORM JUDAISM at WESTCHESTER REFORM TEMPLE is a group who provide intellect, vision and develop spirit. Our members recognize their obligation to our Jewish heritage and values.

**ARTICLE III** **AFFILIATION**

The MRJ at WRT shall be affiliated with the Men of Reform Judaism. Additional affiliation with any other organization shall be made only by the approval of the Board of Trustees of the MRJ at WRT ("Board").

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**ARTICLE IV** **MEMBERSHIP**

1. Any male member of the Temple, or any other man who desires to be associated with the MRJ at WRT, shall be eligible for membership. A Temple member shall be admitted to membership upon payment of dues. Others shall be admitted only after payment of such dues and approval of the Board.
2. Honorary members may be appointed by the Board with such rights and privileges as the Board may designate.

**ARTICLE V** **DUES AND ASSESSMENTS**

1. Each member shall pay such dues and assessments as fixed by the Board.
2. Any member delinquent in the payment of dues or assessments for a period of 10 months from the first billing may be declared, upon a majority vote by the Board, to no longer be a member of the Board.

**ARTICLE VI** **OFFICERS**

1. The officers shall be a President or Co-Presidents, up to three Vice-Presidents, a Treasurer, and a Secretary, and they shall rank in the above order.
2. The duties of officers shall be those usually incumbent upon their respective positions and those contained in this Constitution and By-laws.
3. Officers must be member in good standing of the Temple and of the MRJ at WRT
4. All officers shall be elected at the annual meeting. They are to take office immediately thereafter.
  - a) The President's/Co-Presidents term of office shall be for two years. He/they may be elected for one additional consecutive year. He/they may be elected for a second additional consecutive year. The total number of consecutive years that a person may serve as President/Co-Presidents is not to exceed four years.
  - b) The term of office for all officers, other than the President/Co-President, shall be for two years. No officer may be elected to the same office for more than two consecutive terms.
  - c) The filling of a vacancy in any elected office for the remainder of an unexpired term thereof shall not be considered as part of the permissible term of office.
5. Upon the expiration of his tenure in the office of President/Co-President the retiring President/Co-President shall be a voting member of the Board for a period equal to the total number of continuous years for which he was elected.

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**ARTICLE VII** **BOARD OF TRUSTEES**

1. The Board shall consist of the officers and trustees, each having one vote.
2. The Board shall govern the organization.
3. There shall be no less than ten and no more than twenty-six elected trustees.
4. A trustee's term of office shall be for two years. There shall be no limit to the number of terms that a trustee may serve.
5. The office of any trustee absent without good cause for three consecutive meetings of the Board may be declared vacant by the Board.
6. The terms of office of all the officers and trustees shall commence immediately following their election at the annual meeting.

**ARTICLE VIII** **MEETINGS**

1. The Board shall hold meetings at least once every second month from September to June.
2. Special meetings of the Board may be called at the discretion of the President/Co-Presidents or any six members of the Board.
3. The annual meeting of the MRJ at WRT shall be held during a scheduled meeting in either the month of April, May, or June.
4. Special meetings of the MRJ at WRT shall be held at the call of the President or any fifteen members of the MRJ at WRT .

**ARTICLE IX** **QUORUMS**

1. Ten (10) members of the MRJ at WRT shall constitute a quorum for the transaction at business at any meeting at the MRJ at WRT.
2. Seven (7) members of the Board shall constitute a quorum for the transaction of business at any meeting of the Board.

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**ARTICLE X**

**COMMITTEES**

1. The Budget and Finance Committee, if established, shall consist of the Treasurer, who shall act as chairman, the other officers, and such members as shall be appointed by the President/Co-Presidents.
2. The Membership Committees, if established, shall consist of a chairman and such other members as shall be appointed by the President/Co-Presidents.
3. The Nominating Committee, if established shall consist of three to five members of the MRJ of WRT. An effort shall be made, but is not required, to include members whose terms of office do not expire at the next election or who do not seek reelection. The President/Co-Presidents shall appoint the Nominating Committee members at least three months prior to the annual meeting.
4. The Brotherhood Award Committee shall consist of a chairman and such other members as shall be appointed by the President/Co-Presidents.
5. The Youth Fund Committee, if established, shall consist of a chairman and four other members appointed by the President/Co-Presidents.
6. The President/Co-Presidents, with the consent of the Board may create other committees, and delegate to them the powers and duties that are appropriate to achieve their objectives.

**ARTICLE XI**

**AMENDMENTS**

This constitution may be amended by a two-thirds vote of the membership present at a special meeting called for that purpose provided that a copy of the proposed amendment(s) has been sent to each member at least four weeks prior to the meeting. In lieu of a special meeting, the constitution may be amended via electronic means (an e-mail vote) by two-thirds of all voting members. If possible, notice of the meeting shall be placed in the Temple Bulletin prior to the meeting.

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**BY-LAWS**

**SECTION I                      MEETING OF MEMBERSHIP**

1.        The annual meeting shall be held during the month of April, May, or June. The exact date will be fixed by the President/Co-Presidents with the consent of the Board. The annual meeting may be conducted at the same date, time and location as a regularly scheduled business meeting of the Board and/or be conducted by electronic means. Notice of the annual meeting shall be sent at least two weeks before the meeting via the Temple Bulletin or by other electronic means.
  
2.        A purpose of the annual meeting shall be to elect officers and trustees. The notice of the meeting shall list the positions to be filled and the names of those persons, nominated by the Nominating Committee, to fill said positions. Voting may be conducted in person, by mail or by electronic means.
  
3.        Those calling a special meeting shall cause a notice to be given stating the date, time, place, and purpose thereof to the membership at least three weeks before the meeting. Business not germane to the stated purpose of the meeting shall not be transacted there.
  
4.        The vote of a majority present at a duly held meeting shall decide any question properly brought before the meeting unless a different vote is required by a provision of the constitution or by-laws.

**SECTION II                      MEETING OF THE TRUSTEES**

1.        Notice of regular meetings of the Board shall be sent before the meeting via the Temple Bulletin or other electronic means.
  
2.        Those calling a special meeting shall cause a notice stating the date, time and place thereof to be given to all members of the Board at least one week before the meeting.
  
3.        A majority vote of those members present at a duly held meeting shall decide any question unless a different vote is required by a provision of the constitution or by-laws.

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**SECTION III** **DUTIES OF OFFICERS**

1. **President** The President/Co-Presidents shall be the chief executive officer of the MRJ at WRT. He shall preside at all meetings and functions of the membership and of the Board. He shall appoint all committee chairmen. He shall serve as the representative of the MRJ at WRT to the Board of Trustees of the Temple.
2. **Vice-Presidents** A Vice-President, in the absence or disability of the President/Co-Presidents, shall perform the duties of the President. The Vice-President who will serve in this capacity shall be designated by the President or elected by the Board.
3. **Treasurer** The Treasurer shall coordinate with the WRT accounting office in maintaining our Restricted Fund account and all funds of MRJ and keep accurate accounts. He shall prepare the annual budget for the next year in consultation with the President/Co-Presidents or their designee and present it to the Officers for approval. It will be presented at the final General Membership meeting of the year. The Treasurer shall render a monthly statement of the finances of MRJ, based on information from the WRT accounting department. At the annual year end meeting, the Treasurer or his designee shall present a statement of the status of the MRJ which will include its finances and membership.
4. **Secretary** The Secretary shall attend all meetings of the Board and of the MRJ at WRT and shall record the minutes of all proceedings and votes in a book kept for that purpose. He shall give or cause to be given notice of all meetings of the Board and of the membership and conduct such correspondence as the Board may direct.

**SECTION IV** **FUNCTIONS OF COMMITTEES**

1. The Budget and Finance Committee, if established, shall prepare the budget for the ensuing year and arrange for a proper audit of accounts, if necessary, at the close of the year.
2. The Membership Committee, if established shall endeavor to obtain new members and retain existing members during the year. The committee shall work towards the continuous growth in the size of the MRJ of WRT's membership.
3. The Nominating Committee shall consist of up to five members appointed by the President/Co-Presidents at least three months prior to the annual meeting. The nominating committee shall present a slate of nominees for the offices to be filled. The slate shall be circulated to the membership at least four weeks before the annual meeting.

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4. The Brotherhood Award Committee shall recommend to the Board for their approval a member of the congregation to receive the Brotherhood Award. The award is given in recognition of outstanding service and dedication to Judaism, the Temple, and the Community.
5. The MRJ at WRT Youth Fund, if established shall make specific recommendations for the use of the Youth Fund in accordance with the basic principles for use of the monies contributed to the fund: to maintain, preserve, and further the youth activities in which the MRJ at WRT is or would like to become involved.

**SECTION V** **NOMINATIONS BY MEMBERSHIP**

Nominations for election of Officers and Trustees may be made by the membership from the floor at the annual meeting providing that a notice of intention to nominate is signed by fifteen (15) members and states the nominees and offices for which it is intended that they shall be nominated. That this notice be given to the President/Co-Presidents not less than fourteen (14) days before the annual meeting. The President/Co-Presidents shall cause a copy of the notice to be mailed to all members not less than seven (7) days before the meeting.

**SECTION VI** **DUES AND ASSESSMENTS**

The dues shall be determined annually by the Board. Any change in dues shall take effect at the beginning of the next fiscal year. Assessments may be voted by the Board.

**SECTION VII** **FISCAL YEAR, TERMS OF OFFICE**

The fiscal year shall begin on the first day of July and end on the thirtieth day of June of the following year.

All terms of office shall commence immediately following the election at the annual meeting.

**SECTION VIII** **CHECKS**

Unless handled by the Temple financial staff, all checks drawn on the funds of the MRJ at WRT, in excess of \$500.00, shall be jointly signed by one of the Presidents and the Treasurer.

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**SECTION IX** **VACANCIES**

Any vacancy occurring in an elected office, shall be filled by the Board until the next annual meeting

If the President/Co-President's office shall become vacant, a Vice-President elected by the Board, shall fill the position until the next annual meeting.

If a Trusteeship becomes vacant before the term of the incumbent has expired, the vacancy shall be filled at the next annual meeting through the normal nomination and election procedures.

If the number of Trustees elected in the prior election is less than twenty-six (26), the President/Co-President's, with the Board's consent, may appoint Trustees during the year such that the total number of Trustees shall not exceed twenty-six (26). These appointed Trustees shall serve until the following election.

**SECTION X** **PARLIAMENTARY PROCEDURES**

Robert's Rule of Order, latest revised edition, shall govern all questions of parliamentary rules, customs and procedures.

**SECTION XI** **AMENDMENTS**

These By-laws may be amended or altered by the vote of two-thirds of the Board present at any such specially called meeting for the purpose of amending these By-laws. In lieu of a special meeting, the constitution may be amended via electronic means (an e-mail vote) by two-thirds of all voting members.