

OHEF SHOLOM TEMPLE SISTERHOOD BYLAWS

ARTICLE I

Name

This organization shall be known as the Ohef Sholom Temple (“Temple”) Sisterhood (“the Sisterhood”). Conduct of the organization shall be governed by these Ohef Sholom Temple Sisterhood Bylaws (“Sisterhood Bylaws”).

Article II

Objectives

The objectives of this organization shall be to foster the highest ideals of Judaism, to promote closer community among its members, and to further the religious, social, service and educational activities of the Temple.

Article III

Affiliations

The Sisterhood may be affiliated with the Women of Reform Judaism (WRJ), which is the women’s agency of the Union for Reform Judaism, and may include membership in the Mid-Atlantic District of the WRJ. Membership with the WRJ may be revisited on an annual basis.

Article IV

Membership

Section 1. Any woman who is interested in the objectives of the Sisterhood, and who is a member or associate member of the Temple, is eligible for membership upon payment of her dues.

Section 2. At its discretion the Board may grant members of the Sisterhood membership at reduced cost.

Section 3. The amount of annual membership dues shall be reviewed from time to time. Changes in the amount of dues shall be recommended by the Board and approved at a duly called membership meeting.

Section 4. The fiscal year of this organization shall be from June 1st through May 31st.

Article V

Officers

Section 1. The officers of the organization shall be a President (or two co-Presidents when applicable), an Executive Vice President, a Treasurer, a Recording Secretary, a Corresponding Secretary, and a Membership Chair.

Section 2. The President (or co-Presidents when applicable) shall preside at all meetings. She may appoint a chair for each standing and ad hoc committee. She shall serve as ex officio member of all committees except the Nominating Committee. She shall submit an annual report to the membership and she shall perform other duties pertinent to her office. The President or Co-Presidents shall be ex-officio members of the Ohef Sholom Congregation Board.

Section 3. The Executive Vice President shall perform the duties of the President or Co-Presidents in her absence or inability to serve. If the position is not filled, former Sisterhood Presidents can serve in this capacity.

Section 4. The Recording Secretary shall keep an accurate record of all Sisterhood meetings (minutes), and provide minutes to the membership.

Section 5. The Corresponding Secretary shall conduct the correspondence of the organization.

Section 6. The Treasurer shall deposit promptly all funds in the bank designated by the Board of Directors. She shall supervise the collection of all dues and other funds. The Treasurer shall issue checks on funds only when presented with vouchers, or based upon directions from the Board of Directors. If applicable, she shall remit to the WRJ dues and assessments owed to them. The Treasurer shall render a monthly financial statement and at the annual meeting she shall present a complete report. All papers, monies and documents in her possession shall be delivered to her successor upon the new Treasurer's installation or at the end of the fiscal year. The Treasurer shall adhere to Ohef Sholom Temple financial policies and procedures. The treasurer shall be chair of the Finance Committee.

Section 7. The Membership Chair shall be responsible for membership mailings, maintaining a membership roster, and recruitment and retention of members.

Article VI

Board of Directors

Section 1. Any member of the Sisterhood may be elected to the Board of Directors of the Sisterhood

Section 2. The Board shall be composed of all officers and a minimum of three (3) elected directors.

Section 3. The Board shall manage the affairs of this organization between meetings of the Membership, and shall recommend actions to be taken at the next regular or special meeting of the Membership.

Section 4. All members of the Board must be given written, electronic or oral notice at least three days before any meeting of the Board.

Section 5. No sum exceeding the amount of two hundred dollars (\$200), other than that which has been stipulated in the budget, shall be disbursed without the majority approval of the Board of Directors.

Article VII Committees

Section 1. There shall be the following Standing Committees: Membership, Finance, Programs, Judaica Shop, Oneg, Floral Fund, Fundraising, and Nominations. The President may appoint such ad hoc committees as are necessary for the functioning of this organization.

Section 2. The Finance Committee shall be appointed by the President and shall include the Treasurer. This committee shall present its report including a proposed budget at the annual meeting.

Section 3. The Judaica shop shall present a financial report at the annual Sisterhood meeting.

Article VIII Nominations and Elections

Section 1. At least ninety (90) days prior to the annual meeting, the President, in consultation with the Board, shall appoint a Committee on Nominations to serve for one (1) year. This Committee shall consist of a minimum of three members.

Section 2. The report of the Nominating Committee shall be presented to the Board and then circulated to the general membership.

Section 3. The election of Officers and Directors shall take place at a meeting of the general membership to be held annually. At that time additional nominations may be made from the floor. No name may be placed in nomination without the consent of the nominee. If there is more than one nominee for any office, the elections shall be by ballot.

Section 4. The installation of Officers and Directors shall take place at the annual meeting.

Section 5. Officers shall be elected for a minimum term of one (1) year.

Section 6. Directors shall be elected for a term of two (2) years.

Section 7. The Nominating Committee shall propose the names of individuals to fill any vacancy occurring in any office or among the Directors. Vacancies shall be filled by a vote of the Board of Directors.

Article IX
Meetings

Section 1. There shall be a minimum of (2) general membership meetings a year. The annual meeting shall be held in the Spring. Additional meetings may be held at the discretion of the President. Members shall be provided at least one week's notice of any meeting of the membership.

Section 2. Meetings may be called by the President or a majority of the members of the Board.

Section 3. Eighteen (18) Sisterhood members shall constitute a quorum for the annual meeting.

Article X
Representation at WRJ

Section 1. Delegates to the district and national URJ or WRJ, if applicable, shall be approved by the Board. No one may be nominated without her consent. Delegates must be members of the Sisterhood.

Section 2. The President or her designee and one (1) delegate or alternate may represent the Sisterhood at meetings of the District Board.

Article XI
Amendments

These Bylaws may be amended at a meeting of the membership, provided that the membership has been provided a copy of the proposed amendment, or notified in writing where the proposed amendment can be found, at least one week before the membership meeting. No written notice is required if the membership was notified of the proposed amendment at a prior meeting of the membership. A two-thirds vote of those present and voting shall be necessary to approve any amendment of the Sisterhood Bylaws. Approved amendments to the Bylaws shall be reported to the Temple Board of Directors in a timely fashion.

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