



# Men's Club of

Congregation Beth Israel  
9001 Towne Centre Drive | San Diego, CA 92122

## **BYLAWS – MEN'S CLUB OF CONGREGATION BETH ISRAEL** (July 2023)

### **ARTICLE I - NAME**

1. The name of this organization shall be “MEN'S CLUB OF CONGREGATION BETH ISRAEL”

### **ARTICLE II - MISSION STATEMENT AND PURPOSE**

1. The Beth Israel Men's Club has as its mission to strengthen and support our Congregation and its Jewish heritage, promote and foster Jewish ideals of Mitzvot and learning and education, support Israel, raise religious consciousness, and help confirm a sense of community through congregational life.
2. The Men's Club joins together for fellowship, study, congregational and community service, social action, and to further contemporary Jewish interests.

### **ARTICLE III - MEMBERSHIP**

1. Any adult who identifies as male, and is a member of Beth Israel, shall be a member of the Men's Club.

### **ARTICLE IV - BOARD OF DIRECTORS**

1. The Board of Directors shall control the general business of the Men's Club and approve the disbursements of its funds. It shall consist of officers whose titles will be President, First Vice President, Second Vice President, Treasurer, Recording Secretary. It will include at least five (5) representatives or Directors of the general membership.
2. Past Presidents of the Men's Club in good standing with Beth Israel are members of the Men's Club Board of Directors with full voting rights.
3. A member of the Board may be removed for cause by a two-thirds (2/3) vote of the Board of Directors present and voting, provided due notice of such proposed action is given to the member.

### **ARTICLE V - ELECTION OF OFFICERS AND DIRECTORS**

1. Directors shall be elected for a term of one (1) year, officers are elected for two (2) year terms
2. A ballot containing the names of Men's Club members nominated by the Board of Directors for election as officers and election to the Board for the coming year shall be submitted to the general membership for a vote following the May meeting. The ballot shall also provide for write-in candidates for officers and Board members.

3. From time to time the Board of Directors may, by 2/3 vote of those present, elect additional members to the Board whose terms will expire at the end of the current fiscal year.
4. Officers and Directors for the coming year shall be nominated by the Board and elected by ballot submitted to all members of the Men's Club following the May meeting of the Board. Ballots shall be returned by e-mail or by U.S. Mail to the Men's Club Nominating Committee. Results of the election shall be announced to the membership by the Board of Directors. All officers and Directors shall be inducted into office no later than the end of June. The names of all current officers and Directors shall be submitted to Beth Israel for publication.
5. Vacancies in any office or on the Board of Directors may be filled by the Board after receiving recommendations submitted by the Nominating Committee. Any officer or Director so elected shall serve for the balance of the term of the officer or member of the Board. A vacancy shall occur if there are fewer than ten members of the Board.

#### **ARTICLE VI - DUTIES OF OFFICERS**

1. The President shall be the general executive officer of the Men's Club and shall preside at all meetings of the Men's Club and of the Board of Directors. Duties of the President:
  - a) Be responsible for the development and implementation of policies to ensure the overall effectiveness of the Men's Club and its contribution to the Congregation.
  - b) Appoint all committees and their chairmen, subject to approval by the Board of Directors.
  - c) Serve on the Beth Israel Board of Directors in accordance with their bylaws and report on such proceedings at the next meeting of the Men's Club Board of Directors.
  - d) Serve ex-officio on each Men's Club committee.
  - e) Represent the Men's Club at major functions and programs of the Congregation.
  - f) Perform other duties as needed.
2. The First Vice President shall exercise the duties and responsibilities of the President in his absence.
3. The Second Vice President shall exercise the duties and responsibilities of the President and the First Vice President in the absence of both the President and First Vice President.
4. The Treasurer shall be the custodian of the funds and securities of the Men's Club. He shall:
  - a) maintain suitable records
  - b) participate in the development of an annual budget
  - c) maintain a record of all income and expenditures
  - d) deposit funds received by the Men's Club into the proper accounts,
  - e) be responsible for disbursing the funds of the Men's Club by check, debit, or credit card upon receipt of vouchers or bills approved in writing by duly responsible officers and committee chairmen or by Board motion and consent
  - f) submit a report at each Board meeting showing a detailed accounting of income, expenditures, projections and cash on hand
  - g) submit records as may be requested and cooperate with audits of Beth Israel.

5. The Recording Secretary shall:
  - a) record the proceedings of all meetings of the Board.
  - b) take attendance at all Board meetings,
  - c) have custody of the Minutes
  - d) at the end of his term of office, deliver to his successor the minutes of all meetings and reports and papers to his successor.
6. In addition to the duties enumerated above, officers shall also perform such other duties as they may be assigned by the President or the Board of Directors.

### **ARTICLE VII - COMMITTEES**

1. Committees and their chairmen shall be appointed by the President and approved by the Board of Directors. Chairmen must be members of the Board.:
2. **Nominating Committee.**
  - a) The President shall appoint the Immediate Past President and up to four current Board members to serve as the Nominating Committee.
  - b) The Nominating Committee makes recommendations to the Board of Directors for the election of officers of the Men's Club and members of the Board of Directors.
  - c) The Committee shall publish notice by February to the General Membership that nominees for officers and Board members may be submitted by **April 1**-for consideration by the Nominating Committee.
  - d) The committee shall also make recommendations to the President concerning recognition and awards to deserving members and others as may be appropriate.
3. The following additional committees may be appointed by the President:
  - a) **Planning Committee.** This committee plan and assist in the development and scheduling of long range and annual programs and special events. This committee shall develop a schedule of recommended programs and special events for each up-coming fiscal year.
  - b) **Publicity Committee.** This committee shall include preparation, accuracy and dissemination of announcements and descriptive information for inclusion in the *Quarterly*, and other publications appropriate to Men's Club events.
  - c) **Forum Committee.** This committee shall arrange for speakers to be invited to Beth Israel to speak at the monthly Speaker Forum.
  - d) **Finance Committee.** This committee shall submit an annual budget and monthly reports. The reports shall include the financial status of Beth Israel's Men's Club enabling the Men's Club to disburse funds that meet our objectives.

- e) ***Yom HaShoah Committee.*** This committee shall sustain awareness of the Holocaust and raise funds. The exclusive purposes of the fundraising are to provide for the maintenance of Beth Israel's Holocaust Memorial and provide educational experiences about the Holocaust and the importance of tolerance of others.
- 4. The President may appoint such other committees, as he deems necessary. The Board of Directors may also create committees by motion at a regular meeting.

### **ARTICLE VIII - MEETINGS**

- 1. Regular meetings of the Board of Directors shall be held monthly. If the date of a regular board meeting conflicts with a holiday or significant CBI event, the Board may either cancel that meeting or change the date of that meeting.
- 2. Special meetings of the Board of Directors may be called by the President, or by a majority of the Board of Directors. Timely notice of a special Board Directors meeting shall be sent to Directors stating the time, place and purpose of such meeting.
- 3. Should any officer or Director, excluding Past Presidents, absent himself ***without reasonable cause or advanced notice to the Board***, from three or more consecutive meetings, or from more than half of the Board's meetings in a year, his position may be terminated by majority vote of the Board.
- 4. Seven (7) Board members or fifty percent (50%) of the Directors, whichever is less, shall constitute a quorum for the transaction of business at any regular or special meeting of the Board.
- 5. Board meetings are open to all members. Persons other than Board members may address the Board subject to the discretion of the President, but may not vote
- 6. Board members must be present to vote.

### **ARTICLE IX - FINANCE**

- 1. The Board of Directors shall use a financial institution as the official depository for the assets or funds of the Men's Club. When a check is issued by the Men's Club for an amount more than \$500.00, the check must be approved by two of the following officers: the President, the First Vice President and/or the Treasurer.
- 2. The President can, without Board approval, expend no more than \$500.00 for any one expenditure. Expenditures by the President totaling more than \$500.00 in one month must be approved in advance by the Board of Directors. No other officer or director may expend Men's Club funds without prior approval.
- 3. The fiscal year of the Men's Club shall begin on the first day of July and end on the thirtieth of June of each year.
- 4. Membership dues ***may*** be established by the Board of Directors.

**ARTICLE X - AMENDMENTS**

1. The Board of Directors, whenever it shall deem necessary, shall consider amendments to these bylaws. Any member in good standing may also propose amendments in writing to the Board for its consideration. Such proposed amendments may be approved by a 2/3 vote of Board members present and voting. The Men's Club membership shall be notified of any changes in the bylaws.

**ARTICLE XI - NOTICE**

1. Any notice required in these bylaws shall be in writing.

**ARTICLE XII - PARLIAMENTARY LAW**

1. Roberts Rules of Order shall govern all matters not specified in these By-Laws.