Bylaws
of
The Community Synagogue of South King County
A Non-Profit Corporation

As Revised and Amended at a General Membership Meeting

Effective June 14, 2009
Amended June 23, 2019
Further amended as of June 29, 2025

ARTICLE I. NAME

This organization shall be known as The Community Synagogue of South King County, Incorporated, dba Bet Chaverim, also referred to as "The Congregation."

ARTICLE II. PURPOSE

The purpose of Bet Chaverim is to promote the enduring and fundamental principles of Judaism and to ensure the continuity of the Jewish people, in Israel and throughout the Diaspora; to enable its adherents to develop a relationship to God through warm and welcoming communal worship, study and assembly; and to apply the principles of Reform Judaism to the values and conduct of the individual, family, and the society in which we live.

ARTICLE III. OBJECTIVES

The objectives of Bet Chaverim are to maintain a synagogue for communal worship and celebration of our Jewish traditions; to provide a religious education for the instruction of ourselves and our children; and to offer, when possible, opportunities to participate in additional activities consistent with our purpose.

ARTICLE IV. NATIONAL AFFILIATION

The Congregation shall affiliate itself with the Union for Reform Judaism (URJ). It shall pay dues to the URJ and be entitled to all services as well as privileges prescribed in the URJ Constitution and Bylaws.

ARTICLE V. MEMBERSHIP

SECTION 1. ELIGIBILITY.
Any person of the Jewish faith, or any person seeking to be associated with those upholding the Jewish faith and following the principles of this Congregation shall be eligible for membership in this Congregation, upon the approval by the Board of Directors.

SECTION 2. MEMBERSHIP.
Membership shall be extended to families consisting of at least one adult and any dependents, to an individual adult, or emancipated minor. An adult is defined as someone at least 18 years of age and not a dependent.. A dependent is defined as someone receiving the majority of one's support from an adult member. A membership unit shall be defined as an individual or family paying dues.

SECTION 3. MEMBERSHIP APPLICATION.
Application for membership shall be made in writing to any Board member. The Board member shall report on each application to the full Board of Directors.

SECTION 4. ELECTION FOR MEMBERSHIP.
A majority vote of the members of the Board of Directors, present at a regular or special meeting of the Board of Directors shall be required to elect an applicant to membership.

SECTION 5. SETTING ANNUAL DUES.
Members shall pay such annual dues, assessments, and other fees as shall be determined by the Board of Directors.

SECTION 6. PAYMENT OF ANNUAL DUES.
Annual dues shall be due and payable, without apportionment, on the first day of the fiscal year, subject to the discretion of the Board of Directors to permit apportionment.

SECTION 7. MEMBER IN GOOD STANDING.
All members shall pay annual dues and other financial obligations as shall be determined from time to time by the Board of Directors. A member in good standing is defined to be a member who is current in one's payment of annual dues and other financial obligations or who has made and is abiding by the financial arrangements entered into with the Treasurer on behalf of the Board of Directors.

SECTION 8. RIGHTS AND PRIVILEGES.
All members in good standing shall have the following rights and privileges:

A. Be nominated for and, if elected, occupy any office or directorship in The Congregation, subject to the requirements in Article VIII. Officer positions are limited to Jewish members only.

B. Attend and vote at the General or any Special Congregational Meetings. Only members in good standing may exercise this privilege. Each adult is entitled to one vote, with a maximum of two votes per family.
C. Attend High Holiday Services.
D. Attend worship in the Synagogue.
E. Enroll family members in the Religious School, including, but not limited to, Hebrew and Adult Education, under such charges as may be fixed by the Board of Directors.
F. Access the services of the Rabbi/Cantor at the proper occasion, including life cycle events, family emergencies, and spiritual guidance.
G. Have such other and additional benefits and privileges as shall hereafter be established by the Board of Directors.
H. Avail themselves of the use of the building and grounds for Synagogue-related events.

SECTION 9. ASSESSMENTS FOR MEMBERS.
The Board of Directors may establish a schedule of fees for Members in good standing, regarding attendance at Holiday services or other events.

SECTION 10. ASSESSMENTS FOR NON-MEMBERS.
The Board of Directors may extend to non-members various privileges of membership, such as participation in Auxiliary organizations, attendance at religious school, the rite of Confirmation, or other congregational activities. The Board of Directors may establish a schedule of fees for such participation.

SECTION 11. REPRIMAND, SUSPENSION OR EXPULSION.
The Board of Directors, by unanimous vote may, after open hearing called for that purpose, reprimand, suspend, or expel any member of the Congregation found guilty of any infraction of the Bylaws, Code of Conduct & Ethics, or rules established by the Board of Directors that is injurious to the good and welfare of the Congregation.

ARTICLE VI. CONGREGATIONAL MEETINGS

SECTION 1. ANNUAL MEETING.
The General Meeting of the Congregation, which shall also be an election meeting, shall be held annually during the period 60 days preceding the end of the fiscal year, at a date and time determined by the Board of Directors. Notice of this General Meeting shall be given by the Secretary, in writing by first class mail or email, to all members of The Congregation, directed to their addresses or email addresses as they appear on the books of The Congregation, not less than 30 days prior to such meeting. The voting and nominating process is outlined in Article XII, Sections 1-8 of these Bylaws.

SECTION 2. ABSENTEE AND PROXY BALLOTS.
Voting by proxy or absentee ballot shall not be permitted.

SECTION 3. SPECIAL CONGREGATIONAL MEETINGS.
Special Congregational meetings may be called at any time upon written request by at least six members to the President. This request is to state the objective of the meeting. A special meeting may also be called by the President, or by at least three or more Board members. At least seven days' notice, by first class mail or by email, must be given to all members by the Secretary. No other business shall be transacted at any such meeting except for the purpose stated in the Notice.

SECTION 4. QUORUM.
At all general and special meetings of The Congregation, a quorum for the transaction of business shall consist of at least 1/4 (25%) of the membership units in good standing. Business shall not be conducted without a quorum.

SECTION 5. VOTING
A simple majority of those adults from membership units in good standing present and voting shall determine any matter unless otherwise provided for by these Bylaws.

ARTICLE VII OFFICERS

SECTION 1. OFFICERS OF THE CONGREGATION
The officers of the Congregation shall be: President, Vice-President, Secretary, Treasurer. Officers shall be elected for a period of two years by a simple majority vote at the general meeting of The Congregation. Officers shall be Jewish.

SECTION 2. DUTIES OF THE OFFICERS
President- The President shall preside at the meetings of the Board of Directors and The Congregational meetings, cast the deciding vote in case of a tie at meetings of the Board or of The Congregation. The President shall have general supervision of all officers of The Congregation and shall be an ex-officio member of all committees. The President shall arrange for an independent, bi-annual audit of The Congregation's financial records, or a financial review by a qualified member of the congregation not serving on the Board. The President shall see that these Bylaws are enforced. The President shall appoint three (3) talliers for counting ballots in congregational elections, as outlined in Article XII of these Bylaws.

Vice-President- The Vice-President shall perform all the duties of the President when the President is absent or unable to attend to same.

Secretary- The Secretary shall prepare and keep all minutes of the meetings of the Board of Directors, all minutes of the meetings of The Congregation, as well as congregational correspondence as requested by the Board of Directors.

Treasurer- The Treasurer shall keep an accurate account of all the assets of The Congregation, its receipts and expenditures, collect all monies due to The

Congregation, and pay all the bills and accounts when approved by the Board of Directors. The Treasurer shall have the authority to co-sign financial instruments. The Board shall have access to the Treasurer's books at all times. Every other year an audit , or a financial review by a qualified member of the congregation not serving on the Board, shall be conducted. The Treasurer may be bonded for an amount to be prescribed by the Board. A full and accurate report of all receipts and disbursements during their term of office shall be presented to the Board of Directors at its monthly meeting preceding the annual Congregational meeting, or at any time as may be requested by the Board. The Treasurer shall present a current annual financial report at the annual meeting of The Congregation, and shall deliver to the succeeding Treasurer all properly kept and dated books, funds, papers and anything that is the property of The Congregation. The Treasurer shall be responsible for the preparation of the Annual Budget, dues reduction statement, and billing of annual dues at the direction of the Board.

ARTICLE VIII. BOARD OF DIRECTORS

SECTION 1. MEMBERS OF THE BOARD.
The management and administration of the affairs of The Congregation shall be vested in a Board of Directors, which shall consist of:

A. The Officers listed in Article VII above.
B. Four Members-at-large to serve a term of two years, with two Members-at-large elected in odd numbered years and two Members-at-large being elected in even numbered years.
C. The Immediate Past President of The Congregation, who may serve as an advisor in a non-voting capacity.
D. The Board may include up to two (2) non-Jewish Board members.
E. No more than two members of a family can serve on the Board simultaneously.

SECTION 2. ATTENDANCE

A. The office of any Director who is absent without adequate excuse from two regular and/or special meetings of the Board may be declared vacant by the Board.
B. The office of any Director who is absent without adequate excuse from three scheduled functions (other than Services) during a 3-month period may be declared vacant by the Board.

SECTION 3. BOARD MEETINGS

A. The Board of Directors shall meet each month on such day as the Board, by majority vote, may designate. At all meetings, a presence of at least five voting Board members shall constitute a quorum, and all matters shall be decided by a majority of all Board members.
B. Special meetings of the Board of Directors may be called at the discretion of the President, and shall be called by the President upon receipt of the written notice of three members of the Board. Said written request shall

state the purpose of the meeting. At least 72 hours' notice must be given to all Board members. No other business shall be transacted at any such meeting except for the purpose stated in the Notice.

C. Any Congregation member may attend Board meetings and may voice one's opinion at a time designated by the President, but shall not have a vote.

SECTION 4. REPLACEMENT OF BOARD MEMBERS

A. In the event of the death, resignation, or removal of a member of the Board of Directors, a successor shall be recommended by a Nominating Committee to serve on the Board for the balance of the unexpired term. The nominee of the Nominating Committee shall be voted upon by the Board of Directors.

B. Removal of Officers or Board Members from their positions. Any officer or Board member not adhering to the principles and provisions stipulated in these Bylaws shall be subject to removal from office. A special committee, appointed by the President, must review and recommend to the Board for a Board member's removal. A 2/3 majority Board vote is required to remove the Board member at a special Board meeting called for that purpose. If the person being challenged is the President, then the Vice-President may appoint the committee.

SECTION 5. ADDITIONAL QUALIFICATIONS FOR THOSE WITH FINANCIAL RESPONSIBILITITES

A. All those with control over bank accounts, investment accounts and any other assets of the congregation are required to submit to a financial and criminal background check. Any findings of concern may disqualify the individual from serving as a board officer. The current President and Immediate Past President will be responsible for this screening process, and their determination of the nominee's eligibility to hold office will be final.

SECTION 6. BOARD RESPONSIBILITIES

A. The Board of Directors shall be charged with and assume control of all property, real and personal, titled in the name of the Congregation; shall be responsible for all expenditures and disposition of Congregational funds and property; establish or approve, where applicable, fees for any activity or function sponsored by the Congregation, its auxiliary organizations or committees; shall employ and terminate the services of all personnel, whether professional or otherwise, employed by the Congregation; shall set and approve the salaries, bonuses and other compensation to be paid to all such personnel and shall enact the Bylaws of The Congregation.

B. The Board of Directors shall present a balanced budget for submission to the general membership at the Annual Meeting.

C. The Board of Directors shall exercise all such powers and enact all such rules and regulations, consistent with these Bylaws for the proper conduct

of its meetings, and the proper administration of the management and affairs of The Congregation.

D. Final decision on matters pertaining to financial obligations of The Congregation of more than two thousand and five hundred dollars ($2,500.00) above the annual budget; or the transfer of any properties, or the purchase of any real properties, shall be reserved only to the general membership at a Special or Regular meeting as previously outlined in these Bylaws.

ARTICLE IX. STAFF MEMBERS

SECTION 1. RABBI

A. The pulpit of The Congregation shall be occupied by a Rabbi who is a member of The Central Conference of American Rabbis, The Rabbinical Assembly, the Rabbinical Council of America, or the Reconstructionist Rabbinical Association.

B. The Rabbi shall be retained and the Rabbi's term renewed, when appropriate, in accordance with the following procedures:

1. The initial selection of the Rabbi and the conditions of the Rabbi's service shall be recommended by a special committee to the Board of Directors. Upon approval of the Board, the recommendation shall be referred to a regular or special meeting of The Congregation.
2. The Rabbi shall be elected at a regular or special meeting of The Congregation where a simple majority vote of all those present and voting shall be necessary for election.
3. The Rabbi may be elected for a term of one year, or for such period as mutually agreed upon. A written Agreement shall be prepared by the Board of Directors setting forth the conditions of relationships, with one copy entered into the permanent records of The Congregation, and one copy given to the Rabbi.
4. Either party may elect not to continue the Agreement by delivering written notice of termination at least three months prior to the end of the Agreement. Failure to deliver such notice shall constitute renewal of the Agreement for one year.

C. The Rabbi shall be the spiritual leader of The Congregation and shall have the overall responsibility of implementing the religious policies of The Congregation.

D. The Rabbi shall have the right to attend all meetings of the Board of Directors and The Congregation, except when requested for some special reason, to absent him/herself. The Rabbi shall be an ex-officio member of all committees.

SECTION 2. CANTOR

The appointment or employment of a Cantor and the terms and conditions of employment or appointment shall be established by an affirmative vote of a majority of the members of the Board of Directors. The Cantor, shall, under the

direction of the Rabbi, perform worship, educational and other functions within the Congregation in accordance with the traditions of Reform Judaism.

SECTION 3. EDUCATOR
The Board of Directors may appoint or hire a director for the educational program. This individual shall be responsible for the operation and administration of the formal education program.

SECTION 4. TEMPLE ADMINISTRATION
The Board of Directors may appoint or hire a Temple Administrator. The terms and conditions of employment and tenure of appointment shall be established by recommendation of the Board of Directors. The duties and responsibilities of the Temple Administrator shall be set by the President and approved by the Board of Directors.

ARTICLE X. AUXILIARY ORGANIZATIONS

SECTION 1. RULES AND OTHER REGULATIONS
The Bylaws and rules and other regulations of all auxiliary organizations shall be consistent with the Bylaws and policies of The Congregation. The Bylaws proposed budget and rules and other regulations of all auxiliary organizations shall be submitted to the Board of Directors prior to the initial meeting of each fiscal year and shall be approved or rejected by the Board of Directors at said initial meeting.

SECTION 2. MONIES
All auxiliary organizations of The Congregation shall, at the close of their fiscal year, provide the Board of Directors of The Congregation with a balanced accounting of the past year's financial activity. They shall provide the Board of Directors of The Congregation with a proposed, balanced budget for each ensuing year.

ARTICLE XI. COMMITTEES

SECTION 1. RESPONSIBILITY
All committees shall be subject to the control and direction of the Board of Directors.

SECTION 2. BUDGET LIMITATIONS
Committees shall not purchase nor commit to any expenditure, except upon the consent of the Board of Directors or with prior approval of the budget.

SECTION 3. STANDING COMMITTEES
The Board of Directors has the authority to create Standing Committees as needed. It is the responsibility of the Board of Directors to create a list of duties of each Standing Committee and its chairperson and members. Any Standing

Committee dealing with religious, membership, and ways and means must have a Board member as a member.

ARTICLE XII. NOMINATIONS

SECTION 1. NOMINATING COMMITTEE
Nominations of all Officers and Directors shall be made by the Nominating Committee at a Board of Directors meeting held not less than 30 days prior the annual General Meeting. The President shall appoint such a committee with the consent of the Board of Directors. The Nominating Committee shall consist of three members in good standing of The Congregation. These committee members shall then be ineligible to run for office while serving on the Committee.

SECTION 2. NOTICE OF NOMINATIONS
Notice of nominations by the Nominating Committee shall be mailed or emailed to the members of The Congregation not less than 10 days prior to the annual General Meeting.

SECTION 3. ADDITIONAL NOMINATIONS
Additional nominations may be made from the floor before the election on the day of the annual General Meeting. Such nominations require a second on the floor of a member unit in good standing. These nominees must meet the eligibility requirements as established by the Bylaws. All nominations must have the consent of the nominee prior to the vote. At the close of nominations for each position, each nominee shall have up to five (5) minutes to outline one's qualifications, vision and goals for their term.

SECTION 4. ELECTION PROCESS
At the close of remarks, a vote shall be called for by the President. Each position shall be voted upon individually. Voting shall be by written ballot, except when uncontested. Officers thus elected at this annual General Meeting shall assume responsibility of office at the conclusion of that meeting.

SECTION 5. VOTE TALLIERS
At the annual Congregational meeting, the President shall appoint three talliers to tally the votes on all elections. Talliers should be members in good standing, and not running for an office.

ARTICLE XIII. FISCAL YEAR

The fiscal year of The Congregation shall be from July 1 through June 30.

ARTICLE XIV. CONSTRUCTION OF THE BYLAWS

In the case of ambiguity or differing interpretation of these Bylaws, it shall be the duty of the Board of Directors to render decisions as to their meaning. Their decision shall be deemed final.

ARTICLE XV. AMENDMENTS TO THE BYLAWS

SECTION 1.
Amendments or additions to these Bylaws must be made by the general membership at the annual meeting or at a special meeting called for that purpose. Any such amendments or changes or additions shall require the approval by a majority vote of those present and voting.

SECTION 2.
All proposed amendments shall be submitted in writing to the Board of Directors at its regular monthly meeting. The Board of Directors, after study of the proposed amendment(s) may call a special congregational meeting for a discussion and vote on the proposed amendment(s).

SECTION 3.
Notices of such proposed amendment(s) must be sent to all members of The Congregation at the prescribed time prior to the general or special meeting; stating the proposed amendment(s) in full.

ARTICLE XVI. MISCELLANEOUS PROVISIONS

SECTION1. RULES OF ORDER
The rules of procedure at meetings shall be determined by Robert's Rules of Order, latest revised edition.

SECTION 2. INDEMNIFICATION
All present and former officers and directors of The Congregation shall be indemnified by The Community Synagogue of South King County, Inc., against all expenses and liabilities incurred or imposed upon any one of them in connection with any proceedings to which that individual may become a party by reason of one's being or having been an officer or director of The Community Synagogue of South King County, Inc. If the officer or director is judicially determined to have committed or adjudged guilty of willful malfeasance or misfeasance in the performance of the individual's duties, this indemnification provision shall not apply. In the event any proceeding is settled or resolved prior to trial, indemnification shall apply only when the Board of Directors approves such settlement or resolution as being in the best interest of The Community Synagogue of South King County, Inc.

SECTION 3. BYLAWS AND BOARD STRUCTURE

In the event the existing Bylaws or their Articles and Sections pertaining to and including officers and directors are changed in their entirety, it is deemed that all except non-appointed positions and offices shall be vacated and re-elected.

SECTION 4. TAX-EXEMPT LANGUAGE FOR THE INTERNAL REVENUE SERVICE

1. This corporation is organized exclusively for religious, charitable, scientific, or educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.
2. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code.
3. Upon the winding up and dissolution of this corporation, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to a non-profit fund, foundation, or corporation which has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.

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