

CONSTITUTION
THE
KHEVRA SHOYMREY HADAS

FOUNDED THE 3RD OF OCTOBER, 1886

IN ELMIRA, N.Y.



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CONSTITUTION

Article 1

1. The name of the Khevra is Shoymrey Hadas.
2. The name of the Khevra should never be changed.

Article 2

The Aims of the Khevra

1. The Khevra should have one *shul* (synagogue) in which to pray every day and *shabbes* and *yontev* according to the Polish rite.
2. There should be unity and brotherly friendship of one to the other.

Article 3

Meetings

1. The meetings are divided between general meetings and special meetings.
2. General meetings are held on the Sunday that is close to *rosh hashone* (the Jewish New Year) and the 9th day of the Jewish month of Ov (*Tisha B'ov*).
3. Special meetings. The president has the right to convene a special meeting whenever he sees fit to do so.

4. In addition, if a member wants to call a meeting, he must submit this request to the president with the signature of 10 members in good standing.
If the president recognizes that this is appropriate, he should call the members to a meeting on the following Sunday.
5. No other matters can transpire at a special meeting other than that for which it was called.
6. Each meeting is opened when the president and 10 members are present and they agree that the meeting is called to order.
7. If it is absolutely necessary, the president can open a meeting with less than 10 members, but he must have notified every member that is in good standing.

Article 4 Synagogue Matters

1. The president must come to services in the *shul* every *shabbes* and *yontev* and must stand by the *seyfer toyre* to award the *aliyes*.
2. The vice-president must do the same.
3. The trustees are also required to come to services in the synagogue every *shabbes* and *yontev* whenever they are in town and must maintain order in the *shul*.
4. Every member who is called up to an *aliye* and does not accept it shall not get another *aliye* for 3 months.
5. When a member, God forbid, has *shiva*, the members who are in town must come to the *minyem* and likewise to the *yortsayt*.

6. *Aliyes* and other honors are sold in the synagogue only on *yontev*, *yomim-noyroyim* and *shabbes-tshuva*, and *mafter* should be sold *every shabbes* except when there is a *yortsayt*. at which time such sales should not take place.
7. Whoever prays *shabbes* and *yontev* before the *omid* when no *khazn* is present, is to be called up by the president to receive the honor.
8. When the president is not present, this honor is to be bestowed by the vice president and when the vice president is also not present, it is up to one of the trustees to do so.

Article 5 Officers of the Khevra

1. The officers consist of the president, vice president, treasurer, secretary and 4 trustees.
2. The officers are elected every *khol hamoyed sukkes* for a one-year term. The year begins on *shabbes breyshis*.
3. Only those who have been members for at least 6 months and whose records show that they are not in arrears, can become officers.
4. Officers and the first trustees must be able to read and write.
5. Officers may not be related to one another up to the extent of cousinship.

Article 6 Election of Officers

1. Officers are elected by ballot votes. No more than 3 candidates can be nominated for the office of president and vice president.
2. The president should appoint 2 members to oversee the voting and whichever candidate receives the most votes is elected.
3. If both candidates receive the same number of votes, the president has the right to choose whomever he favors. The same applies whenever tie-votes occur.
4. The president has 2 votes in any election and when the president is absent, the vice president has 2 votes.
5. No nomination of a candidate may be accepted unless the person is present, or if he indicates in writing that he accepts the nomination.
6. The president is empowered to announce who has been elected.

Article 7 The Duties of Officers

1. The president must be present at every meeting and assure that everything is in order.
2. He appoints all committees. He is in charge of all matters pertaining to the Khevra. for example, the charter seal, bank book and all other necessary documents.

3. He must make sure that all debts are collected and that all are paid, as necessary.
4. The president need not ask permission to spend up to \$5.00 from one meeting to the next, for synagogue supplies, or for the *khazn*, *maggid*, etc.
5. He must instruct all officers as to their duties.
6. When it is necessary to audit the books, he must do so, or instruct others to do so.
7. If members request that the books be audited, they may add 3 members to the Finance Committee to do so.
8. He must take up all questions that are presented.
- 8.1 When a new president is elected, the former president must transfer all items that pertain to the Khevra in his possession to the new president. If this is not done, he must be expelled by the Khevra.

Article 8 Duties of the Vice-President

- j1. The vice president's duty is to assist the president and keep everything in order.
2. When the [resident is not present, the vice president occupies that position.

Article 9 Duties of the Treasurer

1. The treasurer must deposit \$50.00 with the Khevra as security.

2. He must be present at every meeting if he is in town.
3. He must provide receipts for all funds that he obtains from the Khevra,
4. All invoices must be signed by the president and the secretary with the seal of the Khevra and the treasurer must then issue funds to them.
5. At every general meeting, the treasurer should present an accurate account of the income and expenses of the Khevra.
6. The treasurer has the right to hold up to \$50.00 belonging to the Khevra. He must deposit sums above \$50.00 in a safe bank in the name of the Khevra with the signature of the president and trustees and return the bank book to the president.
7. When a new treasurer is elected, he must receive all monies, papers and related documents from the former treasurer. If the latter does not comply, he should be expelled by the Khevra.

Article 10 Duties of the Secretary

1. The secretary must attend every meeting when he is in town.
2. He must keep an accurate account (minutes) of the Khevra and at the opening of every meeting, call the roll of its members.
3. He must issue outstanding bills and send the collector to collect them.
4. He must determine which member is in arrears.

5. He must provide an accurate accounting any time the president or finance committee requests it.
6. He must have the membership list with him at every reading from the *toyre* on *shabbes* and *yontev*, providing he is in town, and be informed as to the names of the contributors and the amounts of their contributions.
7. If the secretary does not fulfill his obligations and as a result the Khevra suffers losses, he is required to pay compensation, and the second time this occurs loses his position without the right to appeal to the community.
8. If another secretary is elected, the prior secretary must transfer all books and accounts that are in his possession in the presence of a committee.
9. If he does not do this, he will be expelled from the Khevra.

Article 11 Duties of Trustees

1. The trustees must maintain decorum in *shul* during davening (services) and at meetings make sure that everything is in order.
2. At any time they may call the members to order and if the members do not obey, the trustees have the right to fine them from 2 shillings to a dollar.
3. They must do everything necessary to properly maintain the property of the Khevra: which is purchased or obtained for the Khevra.

4. If they observe that the funds of the Khevra are being improperly managed, or that investments belonging to the Khevra may cause a loss to the Khevra, or if they observe that the president is not behaving in accordance with its by-laws and decisions, and if the majority of the trustees are in agreement, they then have the right to call a special meeting,
5. In that case, they may request that the president call a special meeting. If the president refuses, they may request this of the vice president. If the vice president also refuses, the trustees have the right to call a special meeting at their own responsibility.
6. No one should be allowed to enter or to leave when the *khazn/cantor* recites the *kaddish*, *borekhu* and *kedushe*, and also during *kriyes- hatoyre*.
7. They should also arrange for the *bal-tfiles* for *yomim-noyroyim*, with the knowledge of the president and the members.

Article 12

Committees Appointed by the President

1. When the president accepts his position, he should appoint a finance-committee of 3 members.
2. He has the right to appoint a financial secretary.

Article 13

Membership

1. Whoever wants to be a member of our Khevra must be an honest Jew and possess a good character.
2. He must have resided in the country for no less than 6 months.
3. He must be at least 20 years old.
4. He must be formally be proposed by a member of the Khevra listing the name of the candidate, his age, address and \$2.00 membership fee.
5. The candidate must then be elected by a ballot on which 5 black balls would indicate that he is not elected. If he has 4 black balls the President may decide.
6. If he is elected, he can vote at the next meeting and sign the constitution.

Article 14

Dues

1. Membership dues to our Khevra are \$2.00 regardless of whether they pertain to a married or unmarried person. If he is unmarried and wants to become a member, he is required to pay only half of the admission fee.
3. If the Khevra wants to increase the membership fee, it may do so.

Article 15

Membership Contributions

1. Each member is required to pay 50 cents dues every month, and if he does not pay every month, he is in arrears.
2. If the financial support for the security of our Khevra becomes low in funds, the membership must contribute whatever is needed to keep it going.
3. If a member has not paid his membership dues for 3 months, he must be notified that should the shul not receive the monies within 30 days, he will be expelled.
4. By *erev rosh-hashone* all debts must be paid.
5. Whoever has not paid his debts within a year and 14 days will be expelled.
6. If a member is out of town and is suspended for not paying his dues, he has the right, when he returns, to be proposed for reinstatement and is to be accepted by a majority of votes.

Article 16

Maintaining Order in the Shul

1. Members must conduct themselves respectfully in *shul* and everyone must be seated during prayers.
2. During davening, each member must behave respectfully to the other one and the same applies to meetings.
3. No member has the right to call another to order, except for the president, vice president and trustees.

4. No member should remove his *talles* (prayer shawl) on *shabbes* and *yontev* until the end of davening which means after *adoyn-oylom*.
5. No member may request that the president distribute the *aliyes* in a particular way. Whichever way the president distributes them, must be accepted.
6. No member may insult another member when in the *shul*.
7. If a member is *mekhuyev* (obligated to receive an *aliye*), he must notify the *shames* before *tkhiyes-hatoyre* (the beginning of the reading of the toyre).
8. Each member must make sure that his children behave properly during the davening. If he does not do so, the trustees may send the children out of the *shul*.
9. Each member must show respect for one another and behave politely toward each other.
10. All members of the Khevra are counted as equal, regardless if they are rich or poor.
11. As long as a member is in good standing, he must be respected by all others.
12. Every member is obligated to keep peace in the Khevra and see to it that there are no disagreements.

Article 17

Rules of Procedure

1. Every motion proposed by a member must be seconded by another member.
2. The same motion, after having been seconded, must be explained by the president.

3. Every member desiring to speak must rise from his seat and ask the president if he can be recognized. He must speak only to the president and not to others.
4. When 2 or 3 members wish to speak at the same time, the president must decide who should speak first.
5. During a motion, a member may speak only 3 times, except as permitted by the president.
6. The president has the right to call every member to order and the member must then return to his seat.
7. A motion that has been seconded by another member may be postponed until the next meeting and need not be further discussed at the meeting at which it was proposed.
8. Members may not speak to one another during davening or during meetings.

Article 18

Fines for Officers and Members

1. If officers are in town and do not punctually come to a meeting, they are fined. The president is to be fined \$1.00, the vice president 75 cents, the trustees 50 cents and the secretary, at a general meeting, \$2.00. The president has the right to temporarily appoint other officers to fill these positions.
2. If an officer does not attend 3 consecutive meetings, he will be suspended, unless he has an important excuse.

3. A member who does not attend a general meeting or a special meeting will be considered 1 month in arrears.
4. Appointed committees will be considered 1 month in arrears if they do not attend meetings on time or if they do not bring in their reports on time to the president.
5. Any member who is called to order by the president at a meeting in the synagogue and does not obey, is fined 25 cents the first time, 50 cents the second time, \$1.00 the third time and the fourth time, will be considered in arrears for 3 months, without the right to attend the meetings.
6. If all these fines are insufficient, the Khevra has the right to expel that person from the Khevra.
7. At the general meeting, no one may leave until the meeting is concluded. The fine for doing so, without permission of the president is 50 cents
8. When a member is in arrears, he has no right to vote, nor to be recognized to speak, nor to receive any benefits from the Khevra.
9. Any member who insults an officer in the synagogue or at a meeting will be considered in arrears for 3 months without the right to attend a meeting.
10. Any member who insults another in the synagogue or at a meeting, is to be fined 50 cents.
11. When a member votes illegally, he must pay \$1.00 the first time, \$2.00 the second time and the third time, a committee must be appointed to consider how he should be punished.

12. If a member leaves the Jewish religion or if he marries a Christian woman, he loses his membership.
13. The president has the right to excuse a fine of up to 50 cents. A fine of 50 cents or more can only be excused by a majority of those voting.

(manuscript does not contain Article 19)

Article 20

Pertaining to a *Minyen* Outside of the Khevra

1. In no way is a member permitted to convene a *minyen* without permission from the entire Khevra and none of our members are permitted to *davn* in another minyen. Whoever disobeys this prohibition after 3 reminders, will be expelled from membership in the Khevra and can play no part in any of its activities pertaining to the Khevra.
2. During the *yomim-noyroyim* (high holidays), should members of the Khevra make contributions outside of the synagogue, the benefits derived from these contributions belong to the Khevra.
3. *Simhkas-beys-hashoeva* should be observed according to the Polish rite.

Article 21

1. The *shammes* is appointed by the president and may also be removed by the president with the approval of the majority of the members.

2. The *shammes* must be the first to arrive and the last to leave the *shul*.
3. He must see that the *shul* is kept clean and in order.
4. He must deliver all notices pertaining to meetings.
5. He must always attend meetings.
6. He must do all that is required of him, including delivering notices concerning the convening of a *minyem*.

Article 22 The Order of Meetings

1. The president occupies the chair and with the president's hammer, calls the meeting to order.
2. The names of the officers are called to see if all are present.
3. The minutes of the last meeting are read. They are accepted and binding.
4. Reports by committees.
5. Reports by investigating committees and balloting for members.
6. Installation of new members.
7. Proposing candidates for members.
8. Finishing unfinished business.
9. Income and expenses.



Committees:

Nekhemye Ginzburg
Levi Rosenthal

Khayem-Meyer Fisher
Gimpl Rozenbaum

Solomon Marks

Officers:

Nekhemye Ginzburg – President

Khayem-Meyer Fisher – Vice President

Arn-Tsvi Goldman – Secretary

Additions to Article 13, # 5

If someone is blackballed, he may not be proposed for renewal of membership for a period of 6 months.