

Holy Blossom Temple

**WOMEN OF
HOLY BLOSSOM TEMPLE**

An affiliate of Women of Reform Judaism



CONSTITUTION AND BYLAWS

PREAMBLE

We are the Women of Holy Blossom Temple (formerly Sisterhood). As such, we are affiliated with a global network of hundreds of Reform Jewish women's groups, with tens of thousands of members in North America, Israel, and around the world.

If you identify as female, we invite you to join us in our good works and caring community. Please connect and reach out on social media.

We look forward to welcoming you.

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ARTICLE 1: NAME

The name of this auxiliary of Holy Blossom Temple shall be *Women of Holy Blossom Temple* (formerly Sisterhood, upon its establishment on October 16, 1921). Hereinafter, Women of Holy Blossom Temple will be referred to as Women of Holy Blossom.

ARTICLE 2: PURPOSE, MISSION AND PILLARS

The purpose, mission and pillars define the identity of Women of Holy Blossom and guide all choices and decisions regarding its operations.

(1) PURPOSE

Women of Holy Blossom is a self-funding auxiliary of female identifying members that advances the identity and interests of Holy Blossom Temple women; supports Holy Blossom Temple; and represents Holy Blossom Temple in local and global communities.

(2) MISSION

In fulfilling its purpose, Women of Holy Blossom:

- Advocates for women’s interests, ideas, passions, and concerns at Holy Blossom Temple;
- Creates community at Holy Blossom Temple for those who identify as female;
- Initiates, plans, organizes, and raises funds for programs, events and activities that are of interest to women and nurture their identity, spirituality, learning, growth, and development as Reform Jews;
- Sponsors, supports and provides funding for programs, events and activities at Holy Blossom Temple that enrich the lives of its members;
- Develops and operates the Holy Blossom Temple Judaica & Art Shop;
- Organizes, promotes and engages with a variety of initiatives related to social justice and social action;
- Cultivates the next generation of female leaders at Holy Blossom Temple and in the broader Jewish community;
- Represents Holy Blossom Temple in the global network of Reform Jewish women, including participating in and providing leadership to Women of Reform Judaism (WRJ) and the Northeast District of WRJ.

(3) PILLARS

The Purpose and Mission rest on the following four pillars, which are our core Jewish values:

- Leadership
- Social Advocacy
- Community
- Learning

ARTICLE 3: MEMBERSHIP

Members of Holy Blossom Temple (hereinafter referred to as *Temple*), who identify as female, may become members of Women of Holy Blossom, upon paying membership dues.

ARTICLE 4: FISCAL YEAR

The Fiscal Year shall be July 1-June 30.

ARTICLE 5: DUES

Dues are the annual fees paid by members to Women of Holy Blossom that support the programs, projects and operations of Women of Holy Blossom and that sustain Women of Holy Blossom's membership in affiliate organizations.

(1) MEMBERSHIP DUES

The annual dues for each member shall be paid on the first day of the fiscal year, in an amount determined by the Leadership Council and ratified by the general membership.

(2) AFFILIATION DUES

WRJ dues shall be paid annually, by the [Leadership Council](#), based on current WRJ fees. Dues will be paid on the total membership.

Northeast District dues shall be paid annually, by the Leadership Council, based on current Northeast District fees. Dues will be paid on the total membership.

ARTICLE 6: FINANCIAL MATTERS

All financial matters are overseen by the [Leadership Council](#).

(1) FINANCIAL SECRETARY

The Financial Secretary, as appointed by the Leadership Council, shall:

- Chair the [Budget and Finance Committee](#), which also includes two appointed members of the Leadership Council;
- Liaise with the Temple Foundation and financial personnel;
- Liaise with the Women of Holy Blossom Bookkeeper, as necessary;
- Act as a signing officer;
- Disburse all monies as directed by the Leadership Council.

(2) ANNUAL BUDGET

An annual budget shall be prepared by the Budget and Finance Committee. No expenditure in excess of the total amount authorized in the budget may be made without the approval of the Leadership Council.

ARTICLE 7: PARLIAMENTARIAN

The Parliamentarian, as appointed by the [Leadership Council](#), shall:

- Ensure that the Leadership Council meetings are planned and conducted in accordance with the most current edition of *Robert's Rules of Order*. See Article [18](#);
- Supervise the drafting and interpretation of bylaws and rules of order, including changes made to the Constitution and Bylaws;
- Serve as Chair of the [Nominating Committee](#) and the [Constitution and Bylaws Committee](#).

ARTICLE 8: RECORDING SECRETARY

The Recording Secretary, as appointed by the [Leadership Council](#), shall:

- Keep the minutes of Leadership Council meetings and the Annual General Meeting (AGM);
- Keep records of attendance at all meetings;
- Liaise with the Temple Archives Committee, and other Temple entities, as required;
- Ensure the secure storage of hardcopy and digital documents related to Women of Holy Blossom. These should be readily accessible to the Leadership Council;
- Cast one symbolic vote on behalf of the membership, when required to do so. See Articles [11-1](#) and [19](#).

ARTICLE 9: LEADERSHIP COUNCIL

The Leadership Council is elected by members of Women of Holy Blossom, from its membership (see Article [11-1](#)), to guide and oversee the interests and business of Women of Holy Blossom, and to uphold its [purpose](#) and [pillars](#) and to fulfil its [mission](#).

It is comprised of a minimum of nine members of Women of Holy Blossom, and includes the [Financial Secretary](#), [Parliamentarian](#), and [Recording Secretary](#); Women of Holy Blossom representatives to the [Temple Board of Directors](#) and [WRJ](#); a representative of [The Judaica & Art Shop Committee](#); a member of [Women's Advocacy Group](#) (WAG); and [Communications](#) and [Programming](#) Coordinators. This range of roles and responsibilities coincides with the four pillars of *leadership*, *social advocacy*, *community*, and *learning*. Additional members may also be elected to the Leadership Council, to serve on [standing committees](#).

The terms, conditions and responsibilities of the Leadership Council shall be:

- The Chair of the Leadership Council will be shared among members of the Leadership

- Council, rotating according to its needs and at the discretion of Council members;
- Alternatively, should a member of the Leadership Council, with the requisite skills, wish to assume the role of President, the Council can decide to appoint this person as President. The President will chair all meetings;
- Members will facilitate and provide vision for the range of interests and activities, as identified in the mission and as reflected by the pillars;
- All members will assume a leadership role in Women of Holy Blossom, beyond participation on this Council;
- All members have voting rights;
- Members serve a two-year term, which may be extended to a maximum of five years at the discretion of the member and [Nominating Committee](#);
- The Council approves the annual budget and nominees to the Leadership Council and Temple Board of Directors;
- The Council meets a minimum of six times per year;
- A quorum of $\frac{1}{3}$ of the Leadership Council is required to conduct business.

ARTICLE 10: LEADERSHIP COUNCIL REPRESENTATION TO HOLY BLOSSOM TEMPLE BOARD OF DIRECTORS

One member of the [Leadership Council](#) will be appointed to the Temple Board of Directors, as a voting member, for a two-year term. The term may be extended at the discretion of the Temple Nominating Committee. Should the seat become vacant mid-year, the position will remain vacant until year end.

When requested, the [Nominating Committee](#) of Women of Holy Blossom will recommend to the Leadership Council a nominee for this position. Once approved by the Leadership Council, the nominee will be put forward to the Temple Nominating Committee, for approval to sit on the Board of Directors. If the candidate is not approved, the Women of Holy Blossom Nominating Committee will submit another nominee to the Leadership Council and then to the Temple Nominating Committee.

ARTICLE 11: STANDING COMMITTEES

With the exception of the Women's Advocacy Group, standing Committees are Chaired by designated members of the [Leadership Council](#). As required, a maximum of two additional committee members, from the Leadership Council, may volunteer or be appointed by the Chair. Should more than two members be needed, a request for volunteers will be sent to the general membership of Women of Holy Blossom. Selection will be at the discretion of the Chair and based on relevant experience and expertise. Committee members will serve a one-year term, which can be extended at the discretion of the member and Chair.

(1) NOMINATING COMMITTEE

The Nominating Committee shall be responsible for preparing a slate of nominees to the

Leadership Council and for recommending a candidate to the Temple Board of Directors.

The terms, conditions and responsibilities of the Nominating Committee shall be:

- The [Parliamentarian](#) shall serve as Chair and be assisted by two members of the Leadership Council and by two members of the general membership, as appointed by the Leadership Council. Their names will be made available to all Women of Holy Blossom members;
- To fill vacant positions on the Leadership Council, the Committee will request nominations for potential candidates from the Women of Holy Blossom membership and from the Leadership Council, at least six weeks prior to the AGM. The Chair will receive written nominations. Candidates will present their credentials, particularly for positions requiring expertise, and be interviewed by the Nominating Committee. The committee will prepare and make available to Women of Holy Blossom members a slate of nominees, which the Leadership Council has approved. This slate shall be presented at the AGM, where the [Recording Secretary](#) will formally cast one symbolic vote, in favour of the slate, on behalf of the membership.
- The committee shall forward to the Temple Nominating Committee a nominee, as approved by the Leadership Council, to be considered for the Temple Board of Directors. The Chair of the Women of Holy Blossom Nominating Committee will liaise with the Chair of the Temple Nominating Committee, as required.

(2) BUDGET AND FINANCE COMMITTEE

The Budget and Finance Committee shall be responsible for preparing the annual budget, to be approved by the Leadership Council.

The terms, conditions and responsibilities of the Budget and Finance Committee shall be:

- The [Financial Secretary](#) shall serve as Chair and be assisted by at least two members of the Leadership Council, as per above;
- The Committee meets a minimum of three times per year.

(3) CONSTITUTION AND BYLAWS COMMITTEE

The Constitution and Bylaws Committee shall meet to make changes to the Constitution and Bylaws, as required. It is chaired by the [Parliamentarian](#), who is assisted by at least two members of the Leadership Council, as per above.

(4) WOMEN'S ADVOCACY GROUP (WAG)

Members of WAG are members of Women of Holy Blossom. WAG is responsible for programming that falls under the [pillar](#) of social advocacy and addresses issues related to social justice and social action, in accordance with the [mission](#). A representative from WAG will be elected to the [Leadership Council](#). All other terms, conditions and responsibilities of this committee will be determined by WAG.

ARTICLE 12: AD HOC COMMITTEES

Committees may be struck at the discretion of the [Leadership Council](#) and as deemed necessary to fulfil the [mission](#) of Women of Holy Blossom. Committee Chairs will be appointed by the Leadership Council, in accordance with relevant knowledge, skills, experience, and expertise. The Leadership Council will approve two additional members from the general membership, who also demonstrate relevant knowledge, skills, experience, and expertise.

ARTICLE 13: COMMUNICATIONS COORDINATOR

Communications involves all means by which members are kept informed of programs, events, activities, and the business of Women of Holy Blossom, and all means by which inquiries, feedback and comments are responded to. This includes, but not exclusively, email, the website and social media platforms. One member of the [Leadership Council](#) will be designated as Communications Coordinator. With a focus on engaging both present and new members, her role will be to ensure all content is current, creative, informative, and consistent with the [mission](#) and [pillars](#), and that responses are timely, friendly and helpful. She may request support, at her discretion, from volunteers who are members of Women of Holy Blossom.

ARTICLE 14: PROGRAMMING COORDINATOR

Programming entails events and activities that Women of Holy Blossom organizes, promotes and runs. One member of the [Leadership Council](#) will be designated as Programming Coordinator. Her role will be to establish and facilitate working groups, comprised of volunteer members of Women of Holy Blossom, for the planning of events and activities.

ARTICLE 15: THE JUDAICA & ART SHOP COMMITTEE

The Judaica & Art Shop Committee shall be responsible for the development and operations of the Temple's physical and online Judaica & Art Shop, including inventory, events, marketing, staffing, and financial matters. A member of the Committee shall be a representative on the [Leadership Council](#) and will report on the activities of The Judaica & Art Shop, as necessary. The Committee will provide an annual financial statement to the Leadership Council.

ARTICLE 16: MEMBERSHIP MEETINGS

(1) ANNUAL GENERAL MEETING (AGM)

A meeting for all members of Women of Holy Blossom will take place annually, usually in the spring. At this meeting, members of the [Leadership Council](#) will be elected and reports will be presented.

(2) AD HOC MEETINGS

The Leadership Council and [Standing Committee](#) Chairs may convene additional meetings, as required.

ARTICLE 17: DELEGATES AND DELEGATES FUND

Delegates are those who attend the Fried Conference, District Conventions, and Area Days, as official representatives of Women of Holy Blossom. Provision shall be made for a Delegates Fund in the annual budget, subject to the availability of funds.

(1) GENERAL DELEGATES

All members of the [Leadership Council](#) are encouraged to attend the Fried Conference, District Conventions, and Area Days, as delegates, up to the prescribed numbers stated in the WRJ Constitution. One member will be funded, including registration fee, economy transportation and accommodations, subject to the availability of funds. The [Budget and Finance Committee](#) will consider further expenses and registration fees for additional delegates, where appropriate and if funding is available.

(2) LEADER DELEGATES

Those holding leadership positions with WRJ or Northeast District may be funded should they be attending meetings at these events, subject to the availability of funds and except where costs are covered by WRJ and Northeast District. Such funding may include registration fee, economy transportation and accommodations. When a member of Women of Holy Blossom accepts such a leadership role, she must notify the Leadership Council of Women of Holy Blossom, so funding might be considered.

ARTICLE 18: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order* shall govern Women of Holy Blossom, in all cases to which they are applicable and where they are not inconsistent with the bylaws of Women of Holy Blossom or WRJ. The [Parliamentarian](#) will oversee this process.

ARTICLE 19: AMENDMENTS TO BYLAWS

Members shall be notified by the [Parliamentarian](#) of proposed amendments to the bylaws, a minimum of thirty days in advance of the AGM. Amendments will be presented at the AGM. The [Recording Secretary](#) shall cast one symbolic vote in favour, on behalf of the general membership.