

# OPERATING POLICY Number 1

## Membership and Associates

WHEREAS Paragraph 4.01 and 4.02 of By-law No.1 of Kehillat Beth Israel Congregation (the Corporation) provides for an Operating Policy respecting membership and associates;

AND WHEREAS the Board of Directors of the Corporation (the Board) wishes to establish such a policy;

NOW THEREFORE BE IT ESTABLISHED as an Operating Policy of the Corporation as follows:

### MEMBERS

1. There shall be two categories of membership:
  - i) Individual, and
  - ii) Family.
2. For purposes of this Operating Policy, a “Family” membership is available to a family unit comprised of two adults at least one of whom is Jewish as defined in By-law No. 1, and their Dependent Children;
3. A person who wishes to become a member shall complete the Corporation’s Application for Membership and submit it to the Synagogue Office;
4. The form of Application for Membership shall be available on the Corporation’s website;
5. There may be reduced donation requirements for young families as determined by the Board;
6. Any requests for financial assistance must be made to the Executive Director;
7. The Synagogue Office shall deliver any Application for Membership to the Senior Rabbi, and the Executive Director;
8. The Senior Rabbi and the Executive Director may individually or together interview the applicant or ask any supplementary questions of the applicant;
9. The Senior Rabbi shall determine whether the applicant meets the religious qualifications where required for membership set out in By-law No. 1 and this Operating Policy;
10. The Executive Director shall determine whether the applicant has met and meets their past and present financial obligations to religious institutions;
11. The Executive Director shall, at the first opportunity, report to the Board the names of all new applicants for membership and the recommendation to accept or not to accept the applicant into membership;
12. The Board shall, taking into consideration the recommendation of the Senior Rabbi and the Executive Director, make the determination to accept or not to accept the applicant into membership and issue memberships to those applicants who are accepted;
13. The Executive Director shall notify the applicant of the acceptance or rejection of their application for membership;

14. The Executive Director shall, at the first opportunity, report to the Board the names of all members who have terminated their membership;
15. Individual members in good standing shall have one vote and Family members in good standing shall have two votes at meetings of members;
16. Subject to Section 17 below, Individual Members in good standing and Family Members in good standing shall have the right to High Holy Day seats as determined by the Board;
17. No member shall have the right to High Holy Day seats unless their financial obligation to the Corporation for the calendar year in which the High Holy Day occurs has been paid in full or they have made arrangements with the Executive Director;
18. Individual Members and Family Members in good standing shall receive member rates for all programs, shall receive all synagogue communication, and are entitled to have life-cycle events take place at the synagogue;

## **ASSOCIATES**

19. There shall be two categories of Associates:
  - i) Associate I
  - ii) Associate II;
20. Associates are permitted to maintain an affiliation with the Corporation but shall not be Members of the Corporation and shall have no voting privileges in the Corporation;
21. Associate I affiliation is only available to persons who are members in good standing of another synagogue. Applicants for Associate I affiliation shall provide proof of membership in good standing in another synagogue if and as often as requested;
22. Associate II affiliation is only available to persons who have purchased and paid for interment rights through Jewish Memorial Gardens (or the Corporation predecessor synagogues prior to the establishment of Jewish Memorial Gardens) and have previously been a full member of Kehillat Beth Israel Congregation in good standing for a minimum of one year;
23. An Associate I affiliate in good standing, subject to the requirements established by the Board and any requirements of the Corporation, shall have the right:
  - i) To receive all synagogue communication;
  - ii) To participate in programs at non-member rates; and
  - iii) To have life-cycle events take place at the synagogue to the extent available to non-members and at non-member rates;
24. An Associate I affiliate who holds interment rights at Jewish Memorial Gardens is deemed to have fulfilled the membership requirement as set out below in Clause 25;
25. An Associate II affiliate subject to the requirements established by the Board and any requirements of the Corporation and Jewish Memorial Gardens shall have the right:
  - i) To be interred in the plot they acquired at the Bank Street Cemetery or the Osgoode Cemetery;
  - ii) To have their name maintained in the Corporation records and provided annually to Jewish Memorial Gardens confirming their interment rights;
  - iii) To a funeral service at the Synagogue, for a fee;
  - iv) To have Synagogue clergy perform burial rights;

26. An Associate I affiliate whose affiliation lapses, may reinstate Associate I affiliation as per Clause 21. An Associate II affiliate whose affiliation lapses must rejoin as an Individual or Family Member for a minimum of one year to reinstate interment rights, before being afforded Associate II affiliation in the immediate subsequent year;
27. In this Operating Policy, any action that is required to be taken by the Executive Director, may, in the absence of the Executive Director, be taken by the person designated by the Board from time to time to administer the functions of an executive director on behalf of the Corporation.

This Operating Policy shall take effect when enacted by Resolution of the Board. This Operating Policy may be amended by Resolution of the Board and shall remain in effect until repealed by Resolution of the Board.

CERTIFIED to be a true copy of Operating Policy Number 1 passed by Resolution of the Board of Directors of Kehillat Beth Israel Congregation at a meeting of the Board held on the 20<sup>th</sup> day of August 2020.

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Jodi Gitter – Secretary