

Jews' Next Dor

Congregation Beth David's Young Adult Group

Official Bylaws¹

¹ Footnotes are provided with this document so that future leaders and other interested parties may understand the intent and reasoning behind the statutes laid out within, rather than have to guess and conjecture about them as so many other modern governing bodies must. That said, the material in the footnotes shall carry no force, as opposed to the actual bylaws in the main body of this document. Amending footnotes, however, does require the same process as amending any other part of this document.

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1. Name
 - a. The official name of the organization is “Jews’ Next Dor”.
 - b. Jews’ Next Dor is an auxiliary group of Congregation Beth David in Saratoga, California, United States.
 - c. Jews’ Next Dor also identifies itself as “Congregation Beth David’s Young Adult Group” due to its affiliation with Congregation Beth David.
2. Purpose
 - a. Jews’ Next Dor exists to provide programs and events² for Jewish young adults and to be an ambassador of the Jewish community in the San Francisco Bay Area, with particular emphasis on the “south bay” region between Palo Alto and San Jose.
3. Affiliation with Congregation Beth David
 - a. Jews’ Next Dor shall adhere to all policies and procedures that are consistent with being an auxiliary organization of Congregation Beth David.
4. Attendance and Membership
 - a. Membership in Jews' Next Dor shall not be a prerequisite for attending Jews' Next Dor events.³
 - b. Membership shall be automatically granted to any Jewish young adult meeting all eligibility requirements listed in **4e**⁴ who has not previously resigned as per **4f** or been terminated or banned as per **4g**.
 - c. The Steering Committee (defined in **5**) shall establish a process by which membership is tracked.
 - d. Dues
 - i. Dues may be established as a prerequisite for membership by a vote of the Steering Committee requiring six votes in favor to pass.
 - ii. If dues are established, the Steering Committee shall implement a process by which any member may request a dues adjustment or abatement due to financial hardship.⁵
 - e. Eligibility for Membership
 - i. Membership is open to any Jewish young adult between the ages of 20 and 39 (inclusive).
 - ii. Attendance at three Jews' Next Dor events in the previous twelve Gregorian months is required to maintain membership eligibility.⁶
 - iii. Should dues be established as described in **4d**, being current on dues shall be a prerequisite for continued membership eligibility.
 - iv. Eligibility must be maintained for continued membership. Failure to maintain eligibility shall result in automatic termination of membership and all accompanying rights.
 - v. Membership at Congregation Beth David shall not be a prerequisite for Jews' Next Dor membership.

² The Steering Committee has the authority to designate a given activity as a Jews’ Next Dor event (not necessarily by a vote). Policy should flesh out the designation mechanism and the criteria as necessary.

³ This promotes the open, family culture that we want. However, we also believe in introducing members who are aging out to groups that suit them better.

⁴ Red highlights are used to mark points where there is a reference to another section. These highlights have been left in place to facilitate future amendments to these bylaws.

⁵ If dues are collected annually, the Steering Committee should consider a means of pro-ration.

⁶ The primary purpose of this condition is to ensure that members (and therefore voters) are active and therefore informed participants in Jews' Next Dor.

- f. Any Jews' Next Dor member may resign his or her membership by filing a written resignation with any member of the Steering Committee. Resignation shall not relieve a member of unpaid dues, or other charges previously accrued.
- g. The Steering Committee shall have the authority to terminate a member's membership and attendance rights or a non-member's attendance rights for conduct detrimental to the group.
 - i. The Steering Committee is the sole arbiter of what conduct qualifies as detrimental.
 - ii. Termination may be achieved by a vote of the Steering Committee requiring five votes in favor to pass.
 - 1. This vote shall be conducted via secret ballot.⁷
 - iii. Notification
 - 1. The individual under consideration for termination must be notified of the termination motion three weeks prior to the meeting at which the motion will be considered.
 - 2. The notification shall include: the alleged grounds, including charges of specific actions, for the motion to terminate; an invitation to the meeting at which the termination motion is being heard; and the date, time, location, and contact information of that meeting.
 - iv. Meeting
 - 1. The individual under consideration for termination must be allowed to speak and present a defense during the discussion of the motion to terminate.
 - 2. Failure to attend the meeting results in forfeiture of the right to speak on the motion.
 - 3. The individual shall not have the right to be present for the vote on the motion.
 - 4. All accounts and descriptions of this proceeding other than the final vote count must be kept strictly internal to the Steering Committee.
 - v. Termination may be rescinded by a vote of the Steering Committee requiring five votes in favor to pass.

⁷ Votes should be tabulated by the Recording Secretary.

5. Steering Committee

a. Composition

- i. The governing body of Jews' Next Dor shall be a Steering Committee elected directly by the membership as per **10**.
- ii. The Steering Committee shall consist of seven members.⁸

b. Duties

- i. The Steering Committee shall have sole, non-transferable authority to make such rules, regulations, and policies consistent with these bylaws as it may deem advisable for the proper conduct of its meetings and for the furtherance of the general purposes of Jews' Next Dor.^{9 10 11}
- ii. The Steering Committee shall ensure the day-to-day operations and long-term stability of the group.
- iii. All Steering Committee members other than the Chair must serve on distinct subcommittees.^{12 13}
 1. The responsibilities of these subcommittees shall be determined after the election of the Steering Committee that will serve on them.

⁸ For voting purposes, the number of Steering Committee members must be odd. We believe that five members are too few to maintain the agility and flexibility of the group, which we feel are important values. With increasing size comes increasing difficulty of conducting business.

⁹ Additionally, all elected Steering Committee members are representatives of Jews' Next Dor and are expected to represent the group according to Jews' Next Dor policies and culture. Jews' Next Dor prides itself on its warm family-like environment and culture.

¹⁰ Such policies remain in effect until altered, without regard to change in the composition of the Steering Committee, unless otherwise stated in the policy itself.

¹¹ This can be understood to include such things as setting strategy for the future direction of the group.

¹² The idea here is that each of the six most important subcommittees be represented on the Steering Committee. A given Steering Committee member may of course serve on multiple subcommittees, but he or she will only have to be the voice on the Steering Committee of one of these subcommittees by this rule. We do not specify what these subcommittees are in advance so that the needs of the group can be met flexibly and Steering Committee members can be sure to be involved in work about which they feel passionately. We do, however, encourage the outgoing Steering Committee to make a formal recommendation of six such areas, to be used as a starting point in the self-organization negotiation of the incoming Steering Committee. If this negotiation results in poor coverage of certain important areas, additional subcommittees can always be formed as per **6a**, they just won't have guaranteed representation on the Steering Committee. While not required, most Steering Committee members end up managing their assigned subcommittee—which means nothing more than they must see to it that the work of the subcommittee is done, not necessary by the manager him or herself.

¹³ Rather than have a subcommittee assigned to him or her, the Chair's primary responsibility is to ensure the smooth functioning of the Steering Committee. This most notably involves running the meetings of the Steering Committee: scheduling meetings, creating agendas, facilitating discussion, determining when to encourage further discussion vs. wrap up a conversation vs. call a vote, and the like. However, this lack of a narrow focus also affords the Chair a unique, holistic perspective on the issues facing the Steering Committee and Jews' Next Dor, and he or she is expected to participate in discussion to advocate on behalf of that perspective when necessary. Rather than be an impartial, uninvolved facilitator, the Chair should be a "multipartial" facilitator—staying in touch with the needs and perspectives of all Steering Committee members and advocating equally for all of these diverse perspectives whenever prudent.

- c. Terms
 - i. Steering Committee terms shall be six Gregorian months.^{14 15 16}
 - ii. No member shall serve on the Steering Committee for more than six terms without at least two consecutive terms of non-service.¹⁷
 - iii. A member who serves on the Steering Committee for more than half of a term is considered to have served a full term in office.
- d. Eligibility
 - i. Service on the Steering Committee shall be restricted to members of Jews' Next Dor who have attended at least two events beyond the minimum requirement for membership (as per 4e.ii) in the previous twelve Gregorian months.
 - ii. If, at any time, a member of the Steering Committee loses eligibility for his or her position, this immediately creates a vacancy as per 5g.
- e. Any member of the Steering Committee may resign his or her position at any time by filing a written resignation with any other member of the Steering Committee or the Recording Secretary. This creates an immediate vacancy as per 5g. Resignation from the Steering Committee does not resign membership in Jews' Next Dor, unless a separate resignation as per 4f is filed.
- f. A member of the Steering Committee may be removed by a vote of the Steering Committee requiring five votes in favor to pass.
 - i. This vote shall be conducted via secret ballot.¹⁸
 - ii. Such a removal must adhere to the requirements outlined in 4g.iii – 4g.v.
 - iii. Such a removal creates an immediate vacancy as per 5g.
- g. Vacancy
 - i. In the event of a realized vacancy on the Steering Committee, a replacement may be named by a two-thirds vote of the Steering Committee.
 - 1. This replacement must be eligible to serve on the Steering Committee as per 5d.
 - 2. This replacement shall serve until the next election.¹⁹
 - 3. This replacement shall be named as soon as possible.
 - 4. If no remaining member of the Steering Committee meets the eligibility requirements for the Chair (as per 6b.ii.3), the replacement must meet those requirements.
 - ii. In the event of no sitting Steering Committee, the Congregation Beth David board or an agent thereof may appoint a Steering Committee.²⁰

¹⁴ Terms should not be too long, to keep the barrier for entry into the leadership low. Terms should not be too short, to allow leaders to gain some expertise in their duties and to reduce the number of elections, which can be contentious times for the group.

¹⁵ During this time, Steering Committee members can expect to allocate a minimum of two hours per week on subcommittee work and meetings, outside of attending or volunteering for any specific event. Steering Committee members should also be attending an average of two (non-meeting) events per Gregorian month.

¹⁶ Outgoing Steering Committee members are asked to remain available for consultation for up to one Gregorian month past the end of their official terms.

¹⁷ We believe that encouraging new leadership and planning for leadership transition are important, but not at the expense of having qualified, experienced leaders. Still, some turnover for the Steering Committee every term is a healthy goal. New voices can keep the Steering Committee connected to the changing needs of the membership. Meanwhile, continuing Steering Committee members provide continuity and knowledge transfer.

¹⁸ Votes should be tabulated by the Recording Secretary.

¹⁹ Unless, of course, he or she loses eligibility, resigns, or is terminated.

6. Appointed Positions

- a. The Steering Committee shall have the authority to appoint members to additional positions or charter subcommittees as it sees fit. Unless otherwise specified, such appointments shall require a simple majority vote of the Steering Committee.^{21 22}
 - i. At the time of appointment or charter, the Steering Committee may specify a necessary vote threshold for dismissal or dissolution, so long as it is at least as large as the minimum threshold specified below.
 1. The minimum threshold for required appointed positions (listed in 6b) shall be five votes of the Steering Committee.
 2. The minimum threshold for other appointed positions and for subcommittees shall be a simple majority vote of the Steering Committee.
 - ii. If no threshold is specified, the vote threshold shall be the minimum required as per 6a.i.
- b. Required Appointed Positions
 - i. Terms
 1. Terms for required positions expire upon the expiration of a Steering Committee's term, creating vacancies as defined in 6f.
 - ii. Chair
 1. The Chair shall run all meetings of the Steering Committee and of the membership, except where otherwise specified (see 10d.i).²³
 2. The Chair shall be authorized to sign checks issued by Jews' Next Dor.²⁴
 3. Eligibility
 - a. The Chair must be a member of the Steering Committee.
 - b. The Chair must be a member of Congregation Beth David.²⁵
 - i. The Chair may be appointed prior to completing the process of becoming a Congregation Beth David member, but must complete this process by the beginning of the second Gregorian month of the term.
 - c. The Chair cannot also be the Treasurer.²⁶

²⁰ Notably, if an election fails to reach quorum, the outgoing Steering Committee's term will still end, likely before it has the ability to schedule and hold a successful election.

²¹ The primary purpose of the Steering Committee should be the coordination of the work of the organization; we expect most day-to-day operations to be conducted by subcommittees (whose managers again may do day-to-day work but may also coordinate delegation of that work). In addition to subcommittee managers, other often useful positions include Congregation Beth David Liaison, Tribal Council (as of this writing, the group with representatives from all the major Jewish young adult groups in the area that plans area-wide events such as the annual Hanukkah and Purim parties) Liaison, Immediate Past Steering Committee Member, and Parliamentarian.

²² A subcommittee's charter should include the purpose of the subcommittee, a timeline and/or milestones, and a chain of command for the subcommittee.

²³ Otherwise, however, the Chair has no authority above and beyond other Steering Committee members, but is rather a peer among equals.

²⁴ There must be at least two authorized check-signers (who must be members of Congregation Beth David, see footnote 28) so, since the Chair already meets the Congregation Beth David membership requirements, this is a lot easier than adding a required appointed position "second check-signer."

²⁵ According to the bylaws of Congregation Beth David, the Chair must be a member of the synagogue.

²⁶ If for no other reason, this again eliminates the need for a "second check-signer" position.

4. Should a vacancy of the Chair position leave the Steering Committee with seven members, all of whom are ineligible to be Chair and unwilling to gain such eligibility, the Chair that created the vacancy shall be automatically dismissed from the Steering Committee without a vote, creating an immediate Steering Committee vacancy as per **5g**.
- iii. Treasurer
 1. The Treasurer shall keep the financial books for Jews' Next Dor and be custodian of any and all of the group's bank accounts.
 2. The Treasurer is accountable to the Steering Committee and the Congregation Beth David Finance Committee.²⁷
 3. The Treasurer shall be authorized to sign checks issued by Jews' Next Dor.
 4. Eligibility
 - a. The Treasurer must be a member of Jews' Next Dor.
 - b. The Treasurer must be a member of Congregation Beth David.²⁸
 - c. The Treasurer cannot also be the Chair.²⁹
 - iv. Recording Secretary
 1. The Recording Secretary shall take and publish the minutes of all Steering Committee and membership meetings.³⁰
 2. Eligibility
 - a. The Recording Secretary must be a member of Jews' Next Dor.
 - b. The Recording Secretary may not be a member of the Steering Committee.³¹
- c. Eligibility
 - i. Appointments to management of subcommittees shall be restricted to members of Jews' Next Dor.³²
 - ii. If, at any time, an appointee loses eligibility for his or her position, this immediately creates a vacancy as per **6f**.
 - d. Any appointee may resign his or her position at any time by filing a written resignation with any member of the Steering Committee. This creates an immediate vacancy as per **6f**. Resignation from an appointed position does not resign membership in Jews' Next Dor, unless a separate resignation as per **4f** is filed.
 - e. Dismissal
 - i. A required appointee (listed in **6b**) may be dismissed by a vote of the Steering Committee meeting the vote threshold specified in **6a.i.1**.
 1. This vote shall be conducted via secret ballot.³³
 2. Such a removal must adhere to the procedure outlined in **4g.iii – 4g.v**.

²⁷ The Treasurer is strongly encouraged to participate in policy discussions, as needed.

²⁸ According to the bylaws of Congregation Beth David, any agent with fiduciary authority must be a member of the synagogue.

²⁹ If for no other reason, this again eliminates the need for a “second check-signer” position.

³⁰ The Recording Secretary is encouraged against participating in policy discussions, so as to be able to completely focus on accurate note-taking. In our collective experience, taking precise minutes requires full concentration.

³¹ Of course, in the event of a vacancy, minutes can still be taken, presumably in that case by a member of the Steering Committee, but the Steering Committee would still be expected to fill that vacancy as soon as possible.

³² We expect manager positions to require a commitment of at least two hours per week.

³³ Votes should be tabulated by the Recording Secretary—unless, of course, the Recording Secretary is the one being terminated. In that case, the Chair should appoint a temporary Recording Secretary for that process only.

3. Such a dismissal creates an immediate vacancy as per 6f.
 - ii. A non-required appointee may be dismissed by a vote of the Steering Committee meeting the vote threshold specified in 6a.i.2.³⁴
 1. Such a dismissal creates an immediate vacancy as per 6f.
 - iii. A subcommittee may be dissolved by a vote of the Steering Committee meeting the vote threshold specified in 6a.i.2.³⁵
- f. Vacancy
- i. In the event of a vacancy in a required position (listed in 6b), the Steering Committee shall appoint a replacement as soon as possible.
 - ii. In the event of a vacancy in a non-required position, the Steering Committee shall either appoint a replacement or disband the position.³⁶
7. Financial Authority
- a. The Steering Committee, at its discretion, may set an oversight threshold for expenditures and empower the Treasurer to approve expenditures not exceeding this threshold.
 - i. All expenditures exceeding this threshold, as well as all other financial decisions, must be approved by a vote of the Steering Committee.
 - b. The Steering Committee may appoint additional check-signers as it sees fit.³⁷
 - i. Such check-signers must be members of Congregation Beth David.³⁸
 - c. The Jews' Next Dor financial records shall be subjected to annual review.
 - i. The Steering Committee shall appoint the reviewer(s).
 - ii. A reviewer must be a member of Congregation Beth David, but need not be a member of Jews' Next Dor.
 - iii. The reviewer shall neither be anyone with signature authority over Jews' Next Dor funds nor a member of any finance subcommittee of Jews' Next Dor.
 - iv. The Treasurer is required to provide all financial records to the reviewer and to assist the reviewer as needed.
 - d. Members of the Steering Committee, appointees, and volunteers shall receive no financial compensation from the group except for reimbursement of documented expenses in compliance with 7a.

³⁴ Dismissals, both of appointees by the Steering Committee and of subcommittee members by subcommittee managers should, however, be handled with sensitivity and give careful consideration to the effects of dismissals on volunteer retention.

³⁵ The Steering Committee should take care to avoid recurrent creation and dissolution of subcommittees. Subcommittee managers, if retained between terms, can aid the knowledge transfer process from an outgoing to an incoming Steering Committee.

³⁶ Disbanding a subcommittee manager position is tantamount to dissolving the subcommittee. Note, however, that it is perfectly possible to have created the subcommittee without a manager in the first place, or to recreate it as such, so there are ways around this if necessary. The idea is to make Steering Committee members think seriously about the consequences of having a subcommittee without a manager.

³⁷ We encourage one additional signatory, to minimize bank bureaucracy. If possible, the manager or another significant member of any Finance subcommittee (whose mandate would presumably be broader than merely treasury) should be the other check-signer. Regardless, we encourage all signatories to attend Finance subcommittee meetings.

³⁸ According to the bylaws of Congregation Beth David, any agent with fiduciary authority must be a member of the synagogue.

8. Steering Committee Meetings

- a. The Steering Committee shall meet at least once every quarter.
- b. Steering Committee meetings shall consist of the Steering Committee members, Recording Secretary, and Treasurer.³⁹
- c. Individual Steering Committee members may invite others to attend portions of meetings relevant to those so invited.
 - i. The Steering Committee may designate any portion of a Steering Committee meeting as irrelevant to any guest.
 - ii. Termination hearings, such as those outlined in 4g, 5f, and 6e, are automatically irrelevant to any guests other than the individual under consideration for termination.
- d. Quorum at a meeting of the Steering Committee or for any Steering Committee vote shall be $\frac{2}{3}$ the size (ignoring vacancies, see 5a.ii) of the Steering Committee. Only Steering Committee members are counted towards the quorum requirement.
- e. The Steering Committee shall establish the rules of order to be used in the conduct of its business/meetings.
 - i. Such rules must ensure that the minority opinion is heard.
- f. Voting at Steering Committee Meetings
 - i. Each member of the Steering Committee shall have exactly one vote on matters before the Steering Committee.
 - ii. Vote thresholds shall be calculated ignoring abstentions.
 - iii. No motion shall be adopted with fewer than three votes in favor of it.
 - iv. Absentee voting shall not be permitted.⁴⁰
 - v. Unless otherwise specified in these bylaws, a motion is approved by a simple majority of votes cast.
 1. The Steering Committee may require a more stringent voting threshold as it sees fit.
 2. The Steering Committee may never require a more stringent voting threshold to repeal any decision than it required approving that decision.

9. Membership Meetings

- a. Scheduling
 - i. A meeting of the membership may be called by the Steering Committee.
- b. Notice
 - i. Meetings shall be announced through all primary Jews' Next Dor communication media at least one Gregorian month prior to the meeting date.
 1. The notice shall include the date of, time of, location of, and the contact information for the meeting.

³⁹ While we would typically expect to invite other leaders such as managers of subcommittees, such guests do not automatically have the right to attend all Steering Committee meetings.

⁴⁰ Often, hearing the contents of a debate can inform a vote or even reverse it, so we do not want to allow voting from members who have not been exposed to the conversation leading up to that vote.

2. Election notifications shall also include information on election procedures.⁴¹
 - c. Procedure
 - i. Except where otherwise noted in these bylaws, the Steering Committee shall establish the rules of order to be used in the conduct of membership business/meetings.
 1. Such rules must ensure that the minority opinion is heard.
 - ii. The Steering Committee may appoint a parliamentarian to address points of order at the meeting.
 - d. Voting
 - i. Any vote that requires passage by the membership (including elections) shall take place at a membership meeting.
 - ii. Each member shall be entitled to one vote for each voting measure put forth at the membership meeting.⁴²
 - iii. Quorum for a membership meeting shall be ten or half of the membership, whichever is smaller.
 - iv. Vote thresholds shall be calculated ignoring abstentions.
 - v. Absentee voting shall not be permitted.⁴³
10. Election of the Steering Committee
- a. Scheduling
 - i. The Steering Committee shall schedule a membership meeting for elections to take place in the last Gregorian month of its term.^{44 45}
 - ii. The entire Steering Committee shall be up for election at every election.

⁴¹ As well as information on: voting and Steering Committee eligibility (as well as contact information for a person who can answer eligibility questions), Steering Committee and Congregation Beth David membership requirements, Jews' Next Dor culture, and the importance of the election. The positions of Recording Secretary and Treasurer should be also advertised at this time. Members should be encouraged to make contact, even at the last minute, to receive the election address. As such, the Steering Committee should appoint someone to check the group e-mail address and send out the address of the election up to the moment that it begins. This appointee should be aware that it will be difficult to run in the election if he or she is potentially communicating with members up to the moment of the election.

⁴² As with any Jews' Next Dor event, non-members are welcome to stay and observe, but cannot vote. Thus, we recommend that anyone tasked with identifying members be someone who can handle a disappointing conversation delicately. A person who is deemed ineligible on account of age, but who still meets the attendance requirement, may prove his or her age to be reinstated.

⁴³ Often, hearing the contents of a debate can inform a vote or even reverse it, so we do not want to allow voting from members who have not been exposed to the conversation leading up to that vote.

⁴⁴ To allow time for the incoming Steering Committee to self-organize prior to the beginning of its term, we encourage the outgoing Steering Committee to schedule the election to occur within the first half of this month.

⁴⁵ It is useful to appoint, well in advance of this date, an Elections Materials Manager to handle production of a list of members eligible to serve on the Steering Committee, a list of eligible voters, a list of out-of-age-range-but-otherwise-eligible voters, a list of candidates who are eligible to serve as Chair as per **5b.ii.3**, a ballot, name signs for candidates (since not everyone in Jews' Next Dor knows each other, and we seek a fair election), and the like. This appointee can also inform candidates of ineligibility with quick turnaround so as to enable those candidates to attend more events before the election.

b. Nomination

- i. Any member may submit his or her name for candidacy for the Steering Committee.⁴⁶
- ii. The Steering Committee may set a deadline for receipt of such submissions, and shall have the right to reject any submission received after this deadline.⁴⁷
- iii. Candidates must include their name, contact information, and Congregation Beth David membership status (including willingness to become a member) with their submission.
 1. The Steering Committee may set other rules for candidate submissions, so long as they apply equally to all candidates.^{48 49}

c. Notice

- i. The list of submitted candidates shall be made easily accessible through all primary Jews' Next Dor communication media five to seven days prior to the election.^{50 51}

d. Meeting

- i. If the Chair is running for re-election, he or she shall appoint an alternate, who is not running in the election and who is a member of Jews' Next Dor or Congregation Beth David, to run the election.⁵²
- ii. Absentee running for office is permitted.⁵³
- iii. Nominations from the floor shall be permitted.⁵⁴

⁴⁶ As a warm, family ambiance is important to the Jews' Next Dor culture, we do not believe in discouraging any eligible member from running. However, we believe it is good leadership to reach out to those we think possess skills useful to the Jews' Next Dor leadership. In our experience, people are more likely to volunteer when directly asked. Recognition makes people feel appreciated and valued. We recommend that each member of the outgoing Steering Committee reach out to at least one new person, although more is better. Even those who do not decide to run may become more involved. Such discussions could include sharing your own inspiration for becoming more involved, learning about and connecting the professional and personal interests of the member to a Jews' Next Dor role, assuring the member that a whole support system exists for our volunteers, and hearing and addressing the member's concerns and questions.

⁴⁷ We recommend setting this deadline as two weeks prior to the date of the election, to leave time for our volunteers to be able to adhere to **10c.1**. However, we expect that finding candidates may be difficult, and while we wish to be able to enforce a deadline for such practical purposes, we also want to make sure that the Steering Committee is not forced to reject a slightly-late submission in an environment where recruiting is difficult. Any submission that is rejected can, of course, be reinstated via nomination from the floor or write-in vote.

⁴⁸ For example, we have in the past required headshots for inclusion on the ballot.

⁴⁹ Should one such rule be to allow or require written statements, a good statement might answer the following questions: What draws you to Jews' Next Dor? What are you interested in doing for Jews' Next Dor? What skills or experience do you possess to help you serve this interest? What is your vision for Jews' Next Dor?

⁵⁰ Such a list should only use first names and last initials, and should also indicate which candidates are eligible to serve as the Chair as per **6b.ii.3**, explaining that policy. However, this list should be different enough from the actual ballot to prevent members from printing it out and voting in advance of the actual election.

⁵¹ We wanted the nominees to be known, but wanted to discourage heavy campaigning or trash talking to preserve the culture of the group, so one week seems like the appropriate balance.

⁵² An excellent choice for this role is the Congregation Beth David rabbi assigned to work with Jews' Next Dor.

⁵³ But discouraged.

⁵⁴ We prefer advance candidacy, since it is a method for candidates to show genuine interest and to think about their candidacy. Additionally, with advance notice, the Steering Committee has more time to assess the candidate pool and cultivate more candidates, as needed. We also believe, however, that listening to the voice of the people is part of Jews' Next Dor's culture. Nominations from the floor provide another avenue for member participation.

- iv. Write-in votes shall be permitted.⁵⁵
 - v. Before the vote, candidates must be given the opportunity to communicate with the voters.⁵⁶
 - 1. The Steering Committee may set rules for this communication, so long as they apply equally to all candidates.
 - vi. The Steering Committee shall appoint two people to count the ballots privately.^{57 58}
 - 1. These people must not be running in the election.
 - 2. At least one of these people must be a member of Jews' Next Dor or Congregation Beth David.⁵⁹
- e. Voting
- i. Voting shall be by anonymous written ballot.⁶⁰
 - ii. The voting method shall be approval/disapproval for each candidate.⁶¹
 - iii. The candidate with the most approval votes who is eligible to serve as Chair as per 6b.ii.3 is elected to the Steering Committee.
 - iv. The six candidates with the highest numbers of approval votes, excluding the candidate selected by 10e.iii, are elected to the Steering Committee.⁶²
 - v. In the case of a tie that includes the final spot, a fair game of chance shall be used to break the tie.⁶³
 - vi. The vote totals, including the existence of any ties, shall not be announced.⁶⁴
- f. Transition
- i. The current Steering Committee shall continue to serve until the beginning of the Gregorian month after the election.⁶⁵

⁵⁵ We believe that listening to the voice of the people is part of the Jews' Next Dor culture. Write-ins provide another avenue for member participation. However, we will only count the write-ins that are actually eligible.

⁵⁶ While the nature of our group is such that oral speeches are probably ideal, this wording intentionally allows for interpretations such as written statements included on the ballot.

⁵⁷ We want more than one ballot counter to minimize tabulation errors, but as few ballot counters as possible to minimize knowledge of individual votes, which can be awkward with as small and social a group as we have.

⁵⁸ The Steering Committee should appoint these ballot counters in advance. However, this language allows the Steering Committee to react as necessary in the event that an appointee does not show up.

⁵⁹ This person can always be the person running the election. Thus, this clause provides additional flexibility for who the other counter must be.

⁶⁰ The ballot should list each candidate's first name and last initial, Congregation Beth David membership status, and both Yes and No checkboxes. We believe including both Yes and No checkboxes will encourage voters to indicate their preferences for every candidate. The ballot should also include a designated area for write-in votes and nominations from the floor.

⁶¹ That is, voters can vote for fewer than, exactly, or more than seven candidates.

⁶² Note that, therefore, if no Congregation Beth David member runs for election, only six people can be elected to the Steering Committee. This would leave a vacancy as per 5g, and the new Steering Committee would need to appoint an interim member that was eligible to serve as Chair.

⁶³ Although we must have a way to resolve ties, and we do not believe that re-voting is conducive to the morale of the group, we also do not believe that revealing the method of tie-breaking is necessary or conducive.

⁶⁴ We believe that non-elected candidates, who have publicly demonstrated their interest in the group, are an excellent resource to fill committees or act as advisors. The outgoing Steering Committee should encourage these candidates to consider such roles at the end of the election, since it can minimize any hurt feelings.

⁶⁵ During this time, however, the outgoing Steering Committee should make sure that information is sufficiently transferred to the incoming Steering Committee.

11. Direct Action by the Membership

- a. The membership may submit to the Steering Committee a written request, signed by at least 10% of the membership or twice the membership meeting quorum (whichever is larger), for the Steering Committee to schedule a membership meeting.
 - i. The request must state the purpose of the meeting.
 - ii. The size of the membership shall be as of the date of submission of the request.
 - iii. If such a written request is filed, the Steering Committee must schedule a membership meeting to occur within two Gregorian months.
- b. Except where otherwise provided in these bylaws, the membership shall not make any motions that affect the composition of the Steering Committee or these bylaws.
- c. Unless explicitly exempted, any motion brought up at a membership meeting that normally requires a specific vote threshold of the entire membership may be converted to a vote requiring a $\frac{2}{3}$ majority of members in attendance at the meeting via the submission of a written petition signed by a number of members sufficient to meet the normal threshold of the vote.
- d. The membership may move to amend the bylaws.
 - i. Such a motion shall be subject to all requirements of section 12.
 - ii. Such a vote shall require a $\frac{2}{3}$ majority of members in attendance at the meeting and that the number of votes in favor of amendment be at least 20% of the membership or three times quorum, whichever is larger.
- e. The membership may move to recall the Steering Committee.
 - i. Such a vote shall require a $\frac{2}{3}$ majority of members in attendance at the meeting and that the number of votes in favor of recall be at least 20% of the membership or three times quorum, whichever is larger.
 - ii. Should the recall succeed, the Steering Committee is required to schedule an election to occur within two Gregorian months, unless such an election has already been scheduled within that time frame.
 1. Any other scheduled elections are automatically cancelled.
 - iii. The current Steering Committee shall continue to serve until the beginning of the Gregorian month after the election.

12. Amendments to These Bylaws

- a. Definition
 - i. Any modification to this document, including its footnotes, shall be considered an amendment and shall be subject to the rules outlined in this section.
- b. Announcement
 - i. Any amendment to be considered at an upcoming membership meeting shall be announced, and instructions for easily accessing the complete text of the amendment posted through all primary Jews' Next Dor communication media, at least one Gregorian month prior to the membership meeting.
 - ii. Any members of the Steering Committee or Steering Committee appointees may submit written opinion statements for inclusion in the announcements. All such statements must be included.
- c. Procedure
 - i. An amendment may be proposed by the Steering Committee.
 - ii. An amendment must be approved by the Congregation Beth David board.
 - iii. The amendment shall be presented in written form to all members at the membership meeting at which it is considered.
 - iv. Passage requires a $\frac{2}{3}$ vote of approval at a membership meeting.