

October 16, 2018

## CBST BOARD CANDIDACY

Dear Fellow CBST Members:

Our Annual Congregational Meeting will be held on Thursday, December 13, 2018 at 6 PM at CBST, 130 West 30th Street, New York, New York. This year we will elect five (5) members to the CBST Board of Directors.

**Our board needs diversity, with individuals who bring high levels of skill to CBST. We need a Board that can collectively provide leadership and expertise to CBST's broad range of activities, and leaders who are willing to take initiative in areas of congregational needs. We need leaders who can fundraise and make personal contributions to make these initiatives come true.**

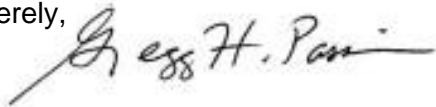
The Nominating Committee has been identifying needed skills for the board and will recommend a slate of candidates, as we have done for many years in accordance with the CBST Bylaws. Any member in good standing as of October 29, 2018 may run for election whether or not such member is included on the recommended slate. If you would like to be considered for the Board or if you have any questions, please email [board@cbst.org](mailto:board@cbst.org).

The obligations and duties of Board members include:

- 1. Attendance at board meetings, training sessions, and retreats;**
- 2. Deep personal financial commitment, and ability to aid our fundraising activities;**
- 3. Active service on committees and teams;**
- 4. Attendance at CBST public functions and special events;**
- 5. Knowledge of CBST programs, services, and congregational issues; and**
- 6. Advocacy for the congregation with the greater Jewish, LGBT and secular communities.**

All CBST Members eligible to vote will receive Board candidates' information and absentee proxy ballot in mid-November. Your participation in the election by proxy or in person is very important. A quorum must be represented to complete the business of the Congregation. We look forward to seeing you here.

Sincerely,



Gregg H. Passin  
President

P.S. If you have any question regarding the status of your membership, contact  
Ann Targownik, Director of Development  
212-929-9498 x 814 or [membership@cbst.org](mailto:membership@cbst.org)

**CBST . 130 West 30<sup>th</sup> Street, New York NY 10001 . [cbst.org](http://cbst.org)**

## **Congregation Beit Simchat Torah Board of Directors ELECTION RULES**

1. The Annual Membership Meeting of Congregation Beit Simchat Torah shall be held at CBST, 130 West 30th Street in New York City on Thursday, December 13, 2018 at 6 PM for the purpose of electing five (5) Directors for a three-year term, approving the congregational budget, and voting on any other matters that may properly come before the meeting.
2. The **2018 Election Calendar** is as follows:
  - **October 16, 2018** –Notice of the Annual Membership Meeting and solicitation for candidates
  - **October 29, 2018** – Deadline to be current in membership dues to be eligible as a candidate for the Board
  - **November 5, 2018** – Due date to submit hard copy (by mail or hand delivered to CBST office) or electronic version (email to Board@cbst.org) of all candidates' materials to the Election Committee, by 3 PM EST.
  - **November 13, 2018** – 2<sup>nd</sup> Notice of the Annual Membership Meeting with the Board recommended slate, all candidates' statements, and absentee proxy ballots.
  - **November 16, 23, 30 & Dec. 7, 2018** – Friday night announcements of the election at four Services prior to the Annual Meeting.
  - **December 10, 2018** – Deadline for receipt of absentee proxies.
  - **December 13, 2018** – Annual Membership Meeting and Election at CBST, 130 West 30th Street, New York, New York, at 6 PM
3. Candidates for the Board of Directors must submit notice of their intention to run, in writing, to CBST, together with biographical material and a synopsis of their relevant activities on the Statement of Candidacy form provided by the Election Committee (see Form below) along with a recent headshot photo, 300 dpi jpeg. Each candidate's submission must be on the Statement of Candidacy form, received at CBST by Monday, November 5, 2018 at 3 PM EST. All candidates must be 2018 members in good standing as of October 29, 2018. No exceptions will be made.
4. The Election Committee Chair is the designated holder of all members' absentee proxies. Proxy ballots indicate the name of the Chair, the Board-recommended slate, as well as the names of any other candidates for Director. Absentee proxy ballots must be received by the Election Committee at CBST no later than December 10, 2018.
5. The Election Committee shall not disclose the identities of those members casting absentee proxy ballots.
6. At the Annual Membership Meeting, each Board candidate may speak for not more than three minutes; in the event of absence, a written statement may be submitted to be read by the Election Committee Chair on behalf of the candidate. After all candidates have spoken, qualified voters may ask questions of the candidates.
7. Ballots shall be distributed at the Annual Membership Meeting to those members certified as eligible to vote. Only those members whose dues are paid in full or are current in accordance with a pre-arranged payment schedule shall be eligible to vote, whether in person or by absentee written proxy. Absentee proxy ballots previously submitted shall be destroyed for those members who are present at the Annual Membership Meeting at the time of the distribution of ballots. All voting shall be by paper ballot.
8. Ballots shall be cast and immediately collected by the Election Committee, which shall then retire to another room to count the ballots. In the event that the number of candidates does not exceed the number of positions to be filled, the Chair of the Election Committee shall direct the Secretary of the Election Committee to cast one ballot for each candidate.
9. The Board candidates with the largest number of votes cast in their favor shall be elected as Directors. In the event of a tie for the largest number of votes for the Board, there will be an immediate run-off election between the tied candidates; only those members physically present may cast run-off election ballots.
10. The Chair of the Election Committee shall announce the results of the election immediately after the ballots have been counted, and the newly elected members of the Board of Directors shall immediately assume their offices.
11. The Election Committee shall submit its report of the results of the Annual Membership Meeting to the Board of Directors, in writing, together with the ballots cast, not later than the January 2019 regular meeting of the Board of Directors.