



DO JUSTLY... LOVE MERCY...
AND WALK HUMBL Y WITH THY GOD

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Temple Micah Dues Policy

Approved by the Board of Trustees Tuesday, 6 February 2007 / 18 Sh'vat 5767

1. Dues Committee:

- a. This policy creates a Dues Committee comprised of the Board President, one other Board member and one member of the congregation at large.
- b. All communications to congregants on behalf of the Dues Committee or dealing with dues issues shall include the names of the committee members, their emails, and their telephone numbers.
- c. The Dues Committee shall be empowered to assist congregants in reviewing their membership status and dues history, including the dues pledge required upon application for membership with Temple Micah, and to field members' questions on their dues status.
- d. The Dues Committee shall be empowered to consult with congregants who are behind in payments on dues pledged and to work with congregants who need an adjustment in the amount of dues owed or any other change in their pledge status.
- e. The Dues Committee shall be authorized to make these adjustments without consulting the Board of Trustees.
- f. Except for the situation specified in 3c, below, all consultations and dues information shared by members with the members of the Dues Committee will remain confidential to the Dues Committee. Only the financial changes required for the bookkeeper to update Micah's dues records will be transmitted outside the specifically named members of the Dues Committee.
- g. The Dues Committee shall be trained in appropriate means of communication on sensitive membership matters in accordance with the values and standards of Temple Micah and with respect to the dignity and well-being of the congregants consulting with them. This training, or an appropriate review thereof once the committee member has received initial training, shall take place annually, following the onset of the Jewish New Year.
- h. The Dues Committee will report statistics and metrics to the board on a monthly basis to provide a status as to overall compliance with the dues policy. The statistics may include distribution and trends associated with pledge amounts, late dues payments, underpayments, etc.

2. Dues and Membership

- a. Members, in accordance with the conditions of membership set out in the Bylaws of Temple Micah (Article V, Section 6), shall make a dues pledge upon election to membership. In accordance with the “Fair Share” dues policy recommended by the Union of Reform Judaism, the amount pledged should not fall below 2% of the member-family’s income.
- b. As part of the outreach and indoctrination process Temple Micah staff will inform prospective members regarding the “fair share” policy in (a), above. The dues policy will also be clearly articulated in the appropriate Temple Micah outreach materials. At the time that a prospective member applies for membership, a Dues Committee member will consult with the prospective member regarding a pledge amount independent of the membership election process. Within one week of this consultation, the Dues Committee will communicate this pledge amount to the temple bookkeeper for entry into the temple’s dues pledge records.
- c. In order to keep the temple on a sound financial footing, members will be consulted by mail annually for an adjustment in their dues commensurate with their change in earnings. Adjusted dues pledges and accompanying information will be kept in the strict confidence of the Dues Committee and to be transmitted only to the bookkeeper.
- d. Members not responding to correspondence on dues pledges will be contacted by the Dues Committee by telephone, again with the information communicated to them to be kept in the strict confidence of the Dues Committee and to be transmitted only to the bookkeeper.
- e. Upon adoption of this dues policy, the Dues Committee will consult with each current member to review the new policy, answer any questions and update pledge amounts and other pledge information as appropriate to be consistent with the dues policy.

3. Non-Payment of Dues

- a. No member or prospective member of Temple Micah shall be turned away on the basis of financial hardship such that they cannot pay their pledged dues, cannot increase their dues amount yearly, or must adjust their dues pledge downwards, provided that the member or prospective member makes a sincere effort to communicate this status to a member of the Dues Committee.
- b. Pursuant to (a), above, the Dues Committee will make every effort to consult in person with the congregant or prospective member needing dues abatement.
- c. Members not responding to repeated requests by the Dues Committee to review their dues status, when they are either in arrears on dues or otherwise not in good standing in accordance with the Micah Bylaws (Article V, Section 6), can be removed from the rolls of the congregation until such time as they approach the Dues Committee and seek to remedy their dues and membership status. Any process of removing a member from the congregation rolls must take place within the organ of the Board of Trustees in accordance with the Bylaws. The actions of the Dues Committee in this regard are advisory and consultative.
- d. No member of the Dues Committee shall seek to invoke (c), above, as a priority except as a result of repeated failure to contact a congregant and the manifest appearance of that congregant not to desire communication with the Dues Committee.
- e. Any member who is removed from the rolls of the congregation pursuant to (c), above, has the right to appear at any regularly scheduled board meeting and appeal the removal decision. In such case, a final decision regarding the appeal will be determined by a board vote during that meeting. A simple majority will rule.