



SHAARE SHALOM

Mashadi Jewish Center

RULES & REGULATIONS BOOKLET





September 2025

Dear Community Members:

It has been over 23 years since the last time the Board of Directors drafted and distributed Rules and Regulations for Shaare Shalom. We have recognized the need to modernize these rules so that they address our current environment. We stand on the shoulders of the original Board of Directors and their rule book and have only tweaked the original version to have it better speak to the present era. All of these rules are based on the by-laws of the UMJCA and Shaare Shalom. This project was conducted in consultation with the Religious Council and the Central Board and is provided as a framework to improve the management of the Synagogue, to maintain order within the synagogue and to provide a comfortable environment for our community members, in line with our Mashadi traditions.

These Rules and Regulations are intended to create a safe and orderly environment for the benefit of everyone in our community. They will only be effective if they are met with every community member's attention and cooperation.

We respectfully request that all community members acknowledge and observe the Rules and Regulations. It is essential that everyone cooperates with the Synagogue personnel in charge of enforcing these rules, especially on well attended days. We thank all community members for their anticipated cooperation.

Respectfully;
Board of Directors of Shaare Shalom (2022-2025)
Mashadi Jewish Center



MASHADI JEWISH CENTER SHAARE SHALOM RULES & REGULATIONS

1. RELIGIOUS ORIENTATION

The Synagogue shall conduct its services sand religious affairs in accordance with the Orthodox Sephardi Halacha and Mashadi customs and Minhagim and these rules are formulated with this in mind.

2. MEMBERSHIP

All Mashadis worldwide, as defined by the UMJCA by laws, are members of the Synagogue.

All Halachically Jewish persons are welcome to attend services at the Mashadi Jewish Center.

3. BOARD OF DIRECTORS

In accordance to the community By-Laws, the synagogue is administered by a Board of Directors composed of seven (7) elected members. All meetings require a quorum of five (5) board members.

4. USE OF PREMISES

The use of the Mashadi Jewish Center premises must comply with the codes and special restrictions imposed by the Village of Great Neck. Copies of the conditional use permits are available in the Synagogue Office.



5. SANCTITY OF THE SYNAGOGUE

To uphold the sanctity of the Synagogue, the following rules will be in effect during Shabbat, Jewish Holidays and prayer services:

- a. Laws of Shabbat and the Jewish Holidays must be respected in the premises of the Synagogue.
- b. Please do not bring any phones or smart watches into the building on Shabbath and Jewish Holidays as the use of any electronic devices on the premises of the Synagogue is prohibited during Shabbat and Holidays. If someone has a medical need for such a device, please obtain prior approval and in those emergency situations, the devices must remain on silent. This rule applies throughout the day including but not limited to anyone coming after services for Seudat Shelishit or to use the gym.
- c. During weekly Prayer Service cellular phones must remain on silent.
- d. Men must cover their head inside the premises of the Synagogue at all times.
- e. Married women must have their head covered while inside the sanctuaries.



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- f. Men should dress appropriately and girls and ladies should dress modestly according to Halacha inside the Synagogue. Women should please refrain from wearing inappropriate attire such as sleeveless shirts or pants in the building. Skirt length should meet Halachic standards.
- g. Congregants must maintain silence during the entire reading of the Torah and the prayer services.
- h. Chewing gum, eating, and drinking is prohibited inside the sanctuaries during services.
- i. Men and women should sit separately during all religious events that are held inside the sanctuaries with a mechitza present during prayer services.
- j. No strollers are permitted inside the sanctuaries.
- k. Women may not pass through the men's section during services.

6. ORDER OF PRAYERS

All Minyanim within the Synagogue must follow the same order of prayers as directed by the Religious Council.



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7. RABBANIM AND GABBAYIM

As per the Shaare Shalom Synagogue By Laws, Gabbayim are appointed and Rabbis are hired by the Board of Directors. The Gabbayim shall follow the direction of the Rabbi and shall conduct the services, determine the correct order of prayers and rules of aliya based on the recommendations of the Religious Council.

8. USHERS

It is the responsibility of the ushers to direct guests, maintain order within the sanctuaries, and enforce and uphold the rules regarding the sanctity of the sanctuaries during the services.

9. GUARDS

It is the responsibility of security guards to secure the premises and restrict access to members and guests. They may question any unknown individual entering the premises. Security guards are permitted to check any bags or persons entering the building. By entering the building, you consent to such searches.



10. UNATTENDED CHILDREN

- a. The Synagogue is not responsible for children left unattended.
- b. All parents are responsible for the welfare and behavior of their children while in the Synagogue.
- c. Any damage that is inflicted upon the premises by a child must be rectified by his or her parents.

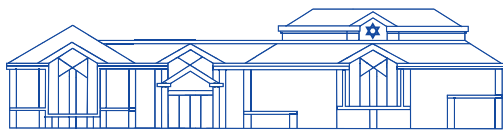
11. KASHRUTH

- a. No one is permitted to bring home-cooked foods, cakes and/or pastries except homemade kosher Halva, hard-boiled eggs and boiled potatoes to the Synagogue.
- b. Food can only be provided to the Synagogue by a Glatt kosher caterer, whose kosher certificate (teuda) is approved by the Religious Council and must be on file with the Synagogue. Cakes, pastries and candies served in the Synagogue in non-catered events may only be prepared by bakeries and stores authorized by the Synagogue Board. A list of authorized bakeries is available in the office of the Synagogue.



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- c. Food and pastries intended to be served on Shabbat and Jewish Holidays must be brought to the Synagogue prior to the start of Shabbat and/or the Holidays. Shira candies, cakes, cookies and pastries ("Shirini") must be brought before the onset of Shabbath and Jewish Holidays and due to allergic concerns cannot contain any nuts or dairy. Shirini must have an approved Kosher symbol. Any Shirini not in compliance with these rules will be rejected.
- d. Catering for Shiras on Shabbat will not be allowed except for private affairs in the social hall.
- e. The Synagogue Board reserves the right to reject any food that does not comply with the above restriction.
- f. Eating and serving of food is prohibited in the sanctuaries during services.
- g. Alcohol is not permitted except during catered events by a caterer that is licensed to dispense alcohol.
- h. We always ask all attendees to be nut-aware as others in the building may be allergic. Therefore, please do not bring any nuts or anything with nuts to the building.

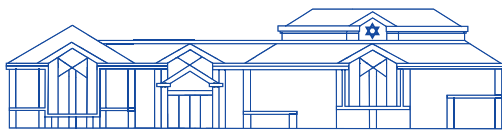


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12. SOCIAL HALL EVENT RENTAL

- a. The social hall cannot be used without prior approval of the Synagogue board and synagogue office. Use of the social hall will be restricted to times and attendance limits set by the Village of Great Neck. All Community events held in the social hall must be limited to 235 people and must end at 11:00 p.m. during week nights and 1:00 a.m. on Friday and Saturday nights.
- b. No food preparation will be allowed in the building of the Synagogue or in the parking lot unless a mashgiach is present.
- c. Warming trays may be used, but only in accordance with Shabbat and High Holiday restrictions.
- d. The social hall may be booked on a first-come first served basis.
- e. Damages incurred and summonses received as a consequence of an event, are the responsibility of the host of the event.
- f. No alcoholic beverage may be served unless the caterer has a liquor license and under no circumstances shall alcohol be served to minors under the age of 21.

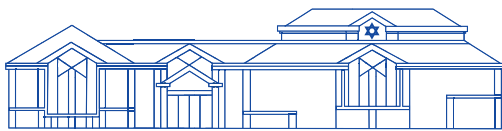


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- g. Caterers must carry their own liability insurance, naming UMJC as a certificate holder and additional insured.
- h. The social hall will be provided free of charge for all community events held by organizations which are under the umbrella of the Central Board. Any such Organization must still obtain prior approval from the Synagogue board. The synagogue board reserves the right to charge UMJCA organizations for overhead costs relating to an event.
- i. The partition must be closed during all social events held in the social hall.
- j. Should Shaare Shalom's security team determine that additional security is necessary for a private event, the renter shall bear the full cost of the additional security retained by Shaare Shalom.



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13. PARKING LOT

- a. The internal parking lot on the west side and south side of the Synagogue must always be closed during Shabbat and Holidays. The only vehicles permitted in the side parking lot on Shabbath and Jewish Holidays are Hatzalah and those of the non-Jewish Staff.
- b. According to the Village Permit:
 - I Truck engines must not run in the parking lot for over 3 minutes.
 - II Honking of horns and excessive noise making is prohibited in the parking lot at all times.
 - III No cars may be left in the parking lot overnight.

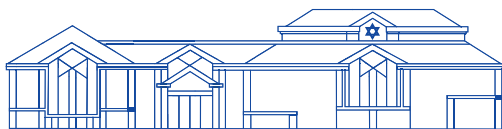


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14. GYM

- a. The gym is available to all members pursuant to the schedule and fees set by the Gym Subcommittee of the Board of Directors.
- b. All members must restrict use of the gym to time schedules posted in the Synagogue.
- c. All members who use the gym are responsible for putting away gym equipment, cleaning up after themselves and turning off the lights after gym use.
- d. Proper footwear is required in the gym.
- e. No food is permitted in the gym.
- f. The lights in the gym will be turned off at 11:00 p.m.
- g. No persons shall be allowed to use any cell phone or smart watches to the gym on Shabbat or Jewish holidays. Persons found in violation of this rule may be barred, upon notice, from future use of the gym, at the discretion of the Shaare Shalom Synagogue Board.



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15. SPEAKERS

All individuals or community entities who wish to invite an outside speaker to speak in the Synagogue at any time must first send a written request to the Synagogue office for approval by the Synagogue Board.

16. GENERAL ISSUES

- a. The Mashadi Jewish Center is a smoke free, alcohol free, and Nut free establishment.
Meat and Dairy Cannot be served in the building at the same time. Shirini must be dairy free.
- b. Only staff of the building may adjust air conditioning controls and lights in the Synagogue.
- c. Only authorized personnel are permitted to enter the kitchen.
- d. Donation of siddurim and religious articles may only be done upon consultation with the Gabbayim according to the guidelines provided by the Synagogue Board.

(Note: The official language of these rules and regulations is English.)



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Rabbanim of Shaare Shalom

Chief Hallachic Rabbi:
Rabbi Eliyahoo Ben-Haim

Rabbi Mordechai Kohanim

Rabbi Mosheh Aziz

Rabbi Eli Livian

Shaare Shalom Board of Directors (2022-2025)

Chairman: David Hezghia

Vice Chairmen:
Joseph Davoudzadeh
Adam Liviem

Treasurer: Yoram Nasrolai

Recording Secretary: Michael Hakimian

Counsel to the board: Besalel Ben-Haim

Head of Security: Naim Bakhshi



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