

Rotary Club of Livermore

Revision Number: 5

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Date of Policy Creation and Board Approval: 14 SEP 2010

2. Attendance Policy

The Board of Directors of the Rotary Club of Livermore believes that it is important for members to attend weekly meetings and participate in community service opportunities sponsored by the Club to get the most out of your Rotary Club. This Policy defines member attendance requirements and a procedure for making up missed meetings

Attendance Percentages. An Active member must

- (1) attend or make up at least 50 percent of club regular meetings or satellite club meetings, or work on club projects or events and activities;
- (2) attend at least 30 percent of your home club's regular meetings or work on club projects or events and activities in each half of the year.

If a member fails to attend as required, the member's membership may be subject to termination unless the board consents to such non-attendance for good cause.

Consecutive Absences. Unless otherwise excused by the board for good and sufficient reason or pursuant to Article 7, Section 2 of the Club's Bylaws, any Active member who fails to attend or make up four consecutive regular meetings shall be informed by the club secretary that the member's non-attendance may be considered a request to terminate membership in this club. The member shall be invited to present his/her reasons for non-attendance to the Board. Thereafter, the board, by a majority vote, may terminate the member's membership.

Checking in at the Meeting: Members attending Club meetings must check in at the Sign-In Table, pay requisite meeting costs, and ensure that they are marked present.

Makeups - Members who have missed a required meeting can make up the meeting by attending other Rotary meetings and/or events within 14 days *before* or 14 days *after* the missed meeting. Members who do not make up a required meeting must pay the requisite cost of a meeting. This payment does not constitute a make up. See Club's Financial Policy for details.

Meetings can be made up by doing the following:

1. Attendance at another club's meetings; or
2. Attend a Rotaract or Interact meeting; or
3. Attend the RI Convention; or
4. Attend and participate in a club service project; or
5. Attend a Board of Directors meeting; or
6. Attend a meeting of a Board-approved service committee to which the member is assigned.

Getting Credit for Make-ups: If a member has made up a meeting she/he must sign the Member's Makeup Log at the Check-in Table, giving the date, place and time of the makeup. This includes attendance at Area 4 and District events.

Rule of '85': A member's absence shall be excused if the aggregate of the member's years of age and years of membership in one or more clubs is 85 years or more, the member has been a member of one or more clubs for at least 20 years, and the member has notified the club secretary in writing of the member's desire to be excused from attendance and the board has approved.

Corporate Members: A Corporation may be represented in the club by 3 or 4 of its members, called delegates of the Corporation, all of whom are Rotarians. Attendance at a club meeting by any of these Corporate Members constitutes attendance by the Corporation. There is no separate attendance requirement for these delegates.

Failure to meet the minimum attendance requirements can result in dismissal from Rotary International and this Club. However, the Club will do what it can to work with members to find some way to enable them to meet the requirements. The Rotary Club of Livermore's newsletter (The Spur) has a list of Rotary meetings in the Livermore Valley area. Members who need help in understanding the policy or are having difficulty in meeting the requirements should contact the Club Secretary for assistance. A list of all meetings in the Rotary World, in all countries, is available on the RI web site. A Rotarian is a welcome guest at any Rotary meeting in the world.

Members who would like more information on Club attendance may refer to the Q&A's on the Club website at www.livermore-rotary.org or go to Rotary International's website at www.rotary.org.