

## **Greater Cincinnati Orchid Society**

### **Attendance of the Board of Directors**

The Board of the Greater Cincinnati Orchid Society (GCOS) expects that its duly appointed and elected members will attend Board meetings faithfully in order to carry out their governance responsibilities. The organization will not be well served if Board members do not play an active governance role, and other Board members may have to carry inappropriate workloads if all members do not contribute. GCOS' expectations of board members are articulated in a separate policy statement.

To ensure a functioning board, fair workloads, and ethical governance of the organization, the Board is establishing an attendance policy.

#### **Regular Meetings:**

The Secretary will record the attendance of board members at all duly called regular board meetings, and report attendance issues to the President.

The President may excuse absences of a Board member.

#### **Committee Meetings:**

Duly called meetings of Board committees (not including advisory committees) shall be treated as regular meetings for the purpose of this policy.

The chair of the committee may excuse an absence.

The chair will be responsible for recording attendance and will report attendance issues to the President.

#### **Resignation through Absences:**

Any Board member who, excluding excused absences, fails to attend three consecutive meetings or more than four meetings in a calendar year, shall be deemed to have resigned. The President will notify the non-attending member in writing of his or her removal from the Board.

The Board may appoint an eligible person to complete the unfinished term in accordance with provisions in the Regulations.

**Adopted by the Board on April 7, 2009**