

ARTICLE IV – VAFEPA BOARD ATTENDANCE

Section 1: Attendance Requirements

Attendance to regular monthly meetings of the VAFEPA Board to conduct association business is required for elected and appointed Board members. All board members and officers shall be permitted three absences of regular Board meetings during the fiscal year (November 1 through October 30). Board members will be notified in writing by the secretary when they have missed two meetings.

Section 2: Action for Absences

A member's absence shall constitute a "notified absence" when the member, in advance of the meeting, informs the VAFEPA Secretary or President that the member will be absent. Absences due to unforeseen circumstances such as work -related responsibilities, illness or emergency shall qualify as a notified absence. Absences that are not reported constitute non-notified absence and may lead to member's release from the board. The VAFEPA Secretary shall record attendance in the minutes and chart notified and non-notified absences involving reported or unreported notice. The VAFEPA Secretary shall notify members who missed three meetings that they will be reported to the full board for action. The secretary will report members with three absences from regular board meetings during the fiscal year to the Board at the meeting following the third occurrence.

Section 3: Action for Extended Absences

The VAFEPA Board of Directors shall evaluate participation of the Board members with three absences to determine their future status on the board. A decision to ask the member to resign from the Board must have the support of a majority of the Board of Directors.