

New Brighton/ Mounds View Rotary Club

Leave of Absence Policy

The Board of Directors believes very strongly that regular attendance by club members is important for club vitality, and that good fellowship and effective service are the result of good attendance. The Club Constitution requires that members attend at least 30% of their home club meetings and maintain at least 60% overall attendance (including make-ups). The Board also realizes that circumstances may occur that would make attendance impossible for an extended period of time.

According to the Club Bylaws:

Article 11 --- Leave of Absence

Upon written application to the board, setting forth good and sufficient cause, leave of absence may be granted excusing a member from attending the meetings of the Club for a specified length of time.

The Board of Directors has adopted the following Leave of Absence Policy to formalize the process by which a member may request a leave of absence.

- If you feel that your circumstances make it impossible (not just inconvenient) to attend the weekly meetings, you may submit a written request for leave of absence to the Board, stating the reason(s) for the leave and the date that you expect to be able to resume regular attendance.
- A leave of absence, if granted, would normally be for a maximum of six months. If an individual requires an extension of the leave, it may be granted at the discretion of the board. If a member knows in advance that he/she needs a leave of longer than six months, it is best to consider a voluntary resignation, with the provision of rejoining the club when circumstances permit.
- The Board will consider your request at a regularly scheduled meeting. A representative of the Board may contact you for clarification or additional information if necessary.
- The member must be current on quarterly dues to be considered for leave of absence.
- Leaves of Absence will be granted on a case-by-case basis.
- Board members will be reminded to keep in confidence the reasons for a member seeking a leave, if asked to do so.

If a leave is granted:

- Rotary International, District and local club dues will continue to be billed as usual.
- Rotary Foundation Dues will be billed as usual.
- Additional Rotary Foundation Pledge will be billed as usual, unless otherwise instructed.
- Lunches will not be billed during the Leave period.

8/16/11