

## **Chico Noon Rotary Leave of Absence Policy**

One of the primary responsibilities of Rotary membership is attendance at your club's weekly meetings. The requirement that members commit to faithful attendance of their club's meetings dates back to Rotary's beginning in 1905. In recent years, we have made significant strides in accommodating our members' busy schedules by relaxing the attendance requirements. This allows members more opportunities to make up meetings, such as attending your club's board meeting or a Rotaract or Interact club meeting. Online make-ups are also possible at one of several Rotary e-club sites. The grace period for make-ups was also increased from one week before or after the missed meeting to two weeks before or after. Additionally, the minimum percentage of meetings that must be attended at your home club was decreased to sixty percent (60%)\*; this amounts to 24 meetings in a typical Rotary year. Please see the Engagement Policy at [ChicoRotary.com](http://ChicoRotary.com) for more details on making up a meeting.

### **Work-Related Leave of Absence**

Even with the attendance rules relaxed, a member may sometimes find it necessary to request a waiver of the attendance rules due to work-related issues. We assure you that all such requests are confidentially evaluated by the Board in closed session and approved or denied on a case-by-case basis. This process is designed to respect your privacy and ensure that your personal circumstances are handled with the utmost care and consideration.

The work-related leave of absence option may be granted to a Rotarian missing at least four consecutive meetings but cannot last longer than three months. For absences over three months, the Rotarian may reapply for a leave at the end of the first leave. For a work-related leave of absence to be considered, the requestor must meet the following criteria:

1. The Rotarian must be a member in good standing and have fulfilled all the requirements for obtaining a black badge and
2. The Rotarian must be current in the payment of annual dues and all other financial commitments to the club

Apply for work-related leave of absence, complete the Work-related Leave of Absence form found on [ChicoRotary.com](http://ChicoRotary.com).

### **Medical Leave of Absence**

Medically related leaves of absence due to personal illness should be made directly to the Club President. Due to their sensitive and confidential nature, these requests are not shared with the Board. At their sole discretion, the President will approve or deny all requests for medically related leaves of absence.

### **Family Leave of Absence**

Leaves of absence due to family-related illness or the birth/adoption of a child should also be made directly to the Club President. Family leaves are also held in confidence and are at the President's discretion.

\*Rotary International policy requires 50% home club attendance.