



## IREM Attendance Policy 2.0

Excerpt from the IREM Statement of Policies; effective January 1, 2025.

### Article I. Organization

#### Section 1: Governance and Volunteer Participation

##### 1.6 General Rules for Meetings

###### 1.6.9 Attendance at meetings:

- (a) Serving on a standing committee, advisory council, ethics panel, or ad hoc group requires participation in all virtual and in-person meetings, as scheduled.
- (b) Attendance is tracked and monitored.
- (c) If a member is unable to attend any meeting, written notification must be sent to the IREM Headquarters Liaison and the Chair prior to the upcoming meeting describing the reason for not attending, which shall result in a documented excused absence.
- (d) An attendance problem may impact an individual's ability to continue as a member of the respective committee, council, panel, or ad hoc group and/or an appointment in subsequent years. An attendance problem occurs if any of the following conditions exist:
  - (1) The member has two unexcused absences in a row; unexcused defined as not sending written notice as defined in Section 1.6.9 (c) above.
  - (2) The member has three (3) excused absences in a row, notwithstanding professional or personal emergencies.
  - (3) The member misses one-third (1/3) of the total meetings in a twelve-month period.