

1st and 3rd Business Builder's Attendance Guidelines

effective April 15, 2011

We can best help each other through active participation in the group.

1. Each member is asked to notify the leadership team if he or she is going to miss a meeting.
2. Members are strongly encouraged to send substitutes in the case of absence. The substitute will represent the absent member, not him/herself. The substitute may also give a brief description of his/her own occupation if it is not in conflict with any member's classification.
3. If a member misses either a) two consecutive meetings without notification to the group, or b) three consecutive meetings for any reason, a member of the leadership team will contact him/her to discuss continued group membership and a plan for increasing attendance.
4. If a member misses six meetings within six months, a member of the leadership team will contact the member to discuss his or her continued membership. The leadership team may, at their discretion, choose to notify the member that the group will be opening his/her classification.
5. The above guidelines do not apply to meetings that have been rescheduled to a day other than the 1st or 3rd Friday of the month.