

BOARD ATTENDANCE POLICY

Introduction

Regular attendance at Board meetings is essential in order to maintain continuity and cohesion in the management and governance of Central Louisiana's Continuum of Care (CoC).

Purpose

This policy is intended to support full contribution of all board members. All board members receive a copy of this official policy. The policy is reviewed once a year and maintained in each member's Board Manual. The policy has been reviewed and authorized by the board (see signature and date below).

Definition

A board-attendance problem occurs if any of the following conditions exist in regard to a board member's attendance to board meetings:

1. The member has two un-notified absences in a row
2. The member has three notified absences in a row
3. The member misses one third of the total number of board meetings in a twelve-month period

Response

If a board-attendance problem exists regarding a member, the Board Chair will promptly contact the member to discuss the problem. The member's response will promptly be shared by the Chair with the entire board at the next board meeting. In that meeting, the board will decide what actions to take regarding the board member's future membership on the board. If the board decides to terminate the board member's membership, the board will promptly initiate a process to begin recruiting a new board member.