



Policy: Attendance

Each member is expected to attend all weekly meetings of Women In Networking. Each member is allowed to miss up to 7 meetings in each 6 months term effective January 1, 2017. The terms are from January 1 to June 30 and from July 1 to December 31. The member will receive a warning email from the MC when she has reached 5 absences in any term. If the member misses more than 7 meetings in a 6 months term, her membership will be terminated. The absences will reset to zero at the beginning of the next term.

If a member reaches 7 absences in a term, she is not eligible for a medical or a regular Leave of Absence and she is not eligible to request a chapter change.

The member can have a substitute at any time. The sub should not be a conflict for an existing member in the chapter. The substitute cannot be a member of another WIN chapter. Each substitute can be a sub no more than 3 times in any 6 months term.

The attendance sheet should remain at the sign-in/visitors table so each member can see how many absences she has accumulated.

It is important that the meetings start on time and that all members are present at the beginning of the meetings.