

SIR Branch 161 – Discovery Bay Regulation

Regulation Number: 12-002 – Rev. 4

Subject: Meeting Attendance Requirements / Non-Attendance Review

Approval Date: 2/3/2026

Regulation:

Attendance Requirements:

1. A member shall be required to attend one-half (5) of the regular Branch monthly lunch meetings within the previous twelve consecutive month period. Temporary attendance relief may be granted to a member who is unable to attend luncheon meetings due to 1) prolonged illness, 2) acting as a caregiver to a family member, or 3) an extended absence from the Branch locale. A member who is granted attendance relief must pay his annual membership dues to remain a member in good standing. Attendance relief is intended to be temporary and will be reviewed by the Attendance Chairman and reported to the BEC every 6 months.

Non-attendance Review:

1. At the Branch Executive Committee meeting in September of every year, the Attendance Chairman shall submit to the BEC a list of Branch members who have not attended the prescribed minimum number of meetings (5) (including the two annual monthly meetings that include ladies) to remain in good standing. The report shall contain a record of member attendance and type of absence (called in, called in late and did not call) for each member listed. The BEC will decide which members are to be notified by the Membership Director that their participation and membership in the Branch is under review for attendance reasons and that they should submit an explanation of their poor attendance and if they are still interested in continuing their membership as a SIR Branch 161 member.

2. At the following October Branch Executive Committee meeting, member responses will be reviewed and BEC recommendations made as to each member's continued membership status in the Branch. The Membership Director will notify the members whose attendance review has resulted in a termination recommendation. The member may appeal any recommendation to the BEC directly at the next BEC meeting in January.

3. At the following Branch Executive Committee meeting in November the BEC will review member responses and finalize all recommended actions in accordance with SIR Rules and Branch Regulations.

October 14, 2014, 2014 SIR Branch 161 – Discovery Bay Regulation Applicable SIR Rules: 90; 100; 105; 106; 107; 108 (Related Rules: 58; 60)

BEC History: July 10, 2012; Amended August 14, 2012 MSP The Attendance Chairman shall provide a report at each October BEC meeting with a list of members who have been delinquent in their attendance. At the November BEC meeting, the Board shall decide what action(s), if any, shall be taken. Subsequent to the BEC's decisions, appropriate notifications, as applicable, shall be made to the delinquent member(s). The BEC shall take final action(s) at the following January meeting.

Regulation proposed August 14, 2012: MSP to approve Regulation.

Regulation amended November 13, 2012. MSP to Approve Regulation Revision 1.

Regulation amended February 11, 2014. MSP to Approve Regulation Revision 2

Regulation amended October 14, 2014 MSP to approve Regulation Revision 3

Regulation amended February 3, 2026 MSP to approve Regulation Rev. 4 Added Branch attendance requirements, attendance relief, and six month review.