

Corporate Policies

OF FRIENDS OF RURAL COMMUNITIES & THE ENVIRONMENT

SUBJECT: MEETING ATTENDANCE AND WORK EXPECTATIONS	
POLICY/PROCEDURE NO. 3.0	DATE: March 19, 2007
APPROVED BY: DIRECTOR'S RESOLUTION DATED MARCH 19, 2007	Page 1 of 2

POLICY STATEMENT:

It is recognized that Directors and Members are volunteers who have family, social, employment and business obligations. However, in order for the objectives of the Corporation to be met, a significant time commitment is required by any person who chooses to join the Steering Committee of the Corporation.

In order facilitate both communication and project momentum, Steering Committee meetings are regularly scheduled, typically on a bi-weekly basis. In addition, both Directors and Members are expected to undertake various work projects entailing technical, community outreach, fundraising, advocacy and internal governance activities on behalf of FORCE.

SCOPE:

All Directors and Members of the Corporation.

PROCEDURE:

Directors

Regular attendance at Steering Committee Meetings by Directors is critical because this is where issues are discussed and decisions are made. In addition, Directors often must play a lead role with respect to FORCE work projects.

In the event that a Director fails to attend four consecutive meetings or attends less than two-thirds of meetings held by the Corporation during any calendar year (this includes Steering Committee, Annual and General meetings), his/her continued directorship will be reviewed and may be revoked by the Members at the next Annual Meeting or at a General Meeting called for this purpose in accordance with Article 2.05 of the bylaws.

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A review may also take place in the event that a Director is unable or unwilling to participate in FORCE work projects or violates other principles or policies of the Corporation such as the Conflict of Interest or Privacy and Information Collection Policy. An individual whose directorship has been revoked may remain a Member provided he/she is willing to comply with membership requirements specified below.

Members:

Regular attendance at Steering Committee meetings is also strongly encouraged for Members. In the event that a Member is unable to attend such a meeting(s), it is expected that he/she will take steps to update him/herself on the business that transpired during the meeting(s).

The continued membership of an individual will be reviewed and may be revoked by the Directors, during a meeting called for this purpose in accordance with Article 8.03 (e) of the by-laws (as amended), in the event that the individual fails to attend four consecutive meetings and does not take steps to otherwise update him/herself on FORCE and meeting business or is unable or unwilling to participate in FORCE work projects. Membership may also be revoked for failing to abide by the principles and policies of Corporation such as the Conflict of Interest or Privacy and Information Collection Policy.

Factors to be Considered by the Members/Directors:

In considering whether the directorship or membership of an individual should be revoked, relevant factors include: the reason for non-attendance or failing to help with work projects, whether this reason is permanent or temporary and the past attendance/work history of the individual with the Corporation.

ACCOUNTABILITY:

All Directors and Members of the Corporation are accountable to adhere to this policy as outlined.