

**POLICY #4100** Attendance at Meetings**APPROVED BY BOARD** 3/26/2026**VERSION # 1****APPLIES TO**

Division	Districtwide
Sub-Division	Administration

VERSION	REVISION DATE	DESCRIPTION OF CHANGE/SUPERSEDE	AUTHOR
1	3/26/2026	New policy	Administrative Director

PROCEDURE

Members of the Board of Directors are expected to and shall attend all regular and special meetings of the Board unless there is good cause for absence. Board Members are expected to attend in person unless otherwise permitted by law.

Good cause for absence, including late arrivals or early departures, includes temporary illness or other unavoidable circumstances of which the General Manager is notified prior to the meeting. Good cause also includes Board authorized meeting absences including, but not limited to, attendance at a conference directly related to the functions and interests of the District or at the meeting of another public agency in order to participate in an official capacity.

Authority: General Manager; Board of Directors

Approved by the Board of Directors on: **March 26, 2026**