

BOD meeting attendance by non-IES Board of Directors:

1. This policy shall govern the procedure for attendance at IES Board of Directors (BOD) meetings and/or propose new business for the BOD's consideration. This policy is meant to foster trust and transparency between the BOD and others.
2. The policy is intended to cover scenarios such as, but not limited to:
 - a. BOD meeting attendance for general interest or as a learning experience for others in support of their leadership development within the Society.
 - b. The desire to propose new society business directly to the Board.
3. This policy outlines additional pathways for communication and transparency. It does not replace or supersede the normal chain of communications between general members, their local sections, district chairs and regional directors.
4. To arrange attendance at a Society BOD meeting, members should submit in writing their request to the Director of Operations using [this form](#) found on IES website.
5. If approved, the Director of Operations will schedule the attendance of the member(s) and review with requestor the general expectations surrounding meeting attendance, including but not limited to whether attendance will be in person or virtual, amount of time allotted for new business proposals, and any other matters pertaining to logistics.
 - a. If meeting attendance is requested to propose new business, members shall submit in writing to the Director of Operations a summary of their proposal. Proposals shall be no longer than 250 words. The Director of Operations shall review all written requests with the Executive Committee for approval within 30 days from submission date.

All travel expenses to attend meetings in person are the responsibility of the person(s) requesting attendance.