

**REGION IX COMMITTEE MEETING  
3rd Quarter 2017  
Web Meeting / Conference Call  
Thursday, August 17, 2017  
9:30 a.m. (Central)/10:30 a.m. (Eastern)**

Dear Region IX Committee Members:

Your attendance is requested for the 3rd Quarter Region IX Committee Conference Call /Web Meeting scheduled for **Thursday, August 17, 2017, at 9:30 a.m. (Central) / 10:30 a.m. (Eastern).**

**RSVP by 8/1/17**  
[sbrockway@aiatlanta.org](mailto:sbrockway@aiatlanta.org)

OR

[Register Online Here](#)

Yes, I plan to attend

No, I do not plan to attend the meeting

Name \_\_\_\_\_

Designation \_\_\_\_\_

Chapter \_\_\_\_\_

Position \_\_\_\_\_

Invited attendees will receive a separate e-mail that includes the directions for connecting to the online portion of the meeting. This meeting should take no longer than 1 hour and 30 minutes.

**If you are your Chapter's regional representative or Chapter President and cannot attend the regional meeting, please contact your Executive Director or Chapter President. It is very important that all Chapters are adequately represented at the regional meetings.**

## **REGION MEETING ATTENDANCE REQUIREMENTS**

### **Mandatory Attendance Members:**

Members serving in the following positions are required to attend Regional Committee meetings.

- Region Chair
- Region Vice Chair
- Third Region Director
- Immediate Past Region Chair
- Region Financial Officer
- Chapter Presidents
- Chapter Vice Presidents (if also serving as Regional Representative)
- National Government Relations Committee Member

If you are a Chapter President or Chapter Vice President, you are eligible to attend and vote by proxy **IF** you have an excused absence and there are no elected Chapter Alternates available to attend the meeting in your place. All other Mandatory Attendance Members are eligible to attend and vote by proxy if they have an excused absence.

### **Voluntary Attendance Members:**

Members serving in the following positions on the Regional Committee are not required to attend Regional Committee meetings.

- Chapter Regional Representatives (except the President and Chapter VP)

If no elected Chapter Alternate Regional Representative can attend the Regional Committee meeting, regional representatives may attend and vote by proxy. An excused absence is not required for regional representatives. **The proxy guidelines and form are attached.**

**If you are your Chapter's regional representative or Chapter President and cannot attend the regional meeting, please contact your Executive Director or Chapter President. It is very important that all Chapters are adequately represented at the regional meetings.**

Feel free to contact me if you have any questions.

Best regards,

Suzanne Brockway  
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