

NACE Experience Attendance Policy

Approved by the National Board on September 10, 2025

Purpose: The policy ensures that by attending the CLC Mid-Year Summit and NACE Town Hall & Elections at the NACE Experience Conference, NACE chapter leaders fulfill their governance responsibility by participating in the election of the National Board of Directors and CLC Chair.

Responsibility: It is the responsibility of the CLC Director and CLC Chair to take attendance at the CLC Mid-Year Summit.

General Policy Statement:

1. As required per Charter Watch, there is an expectation that a representative from each chapter's leadership team will attend the CLC Mid-Year Summit and NACE Town Hall & Elections. **NOTE: NACE Experience Conference attendance is highly encouraged, however not mandatory. This includes but not limited to: education sessions and other networking events associated with the NACE Experience Conference. Attendance for ONLY CLC Mid-Year Summit and NACE Town Hall does not require any registration fees.**
2. Chapters facing hardships may request an exception by notifying their CLC mentor, who will inform the CLC Director and Chair. The CLC Director will then provide the appropriate form for the chapter to submit a written hardship exemption request. This request must be submitted to both the CLC Director and Chair no later than 45 days prior to the event. The CLC will review the request and provide a recommendation to the National Board of Directors, who will make the final decision. **NOTE: Should an exemption be granted, the Chapter will be responsible for assigning delegate proxies to carry the chapter's vote and submit by the deadline provided by NACE National.**
3. It is strongly recommended that the President of the chapter is the one to attend, if the chapter only has resources for one participant. However, if the President can not go, another board member may go in their place.
4. Representation is a chapter leadership commitment and representation should be a chapter board decision (on record), and appropriately budgeted for.

Examples of Hardships

- Lack of available chapter funds to send a chapter leader
- Date conflicts with all chapter board leaders
- Conflict with Fiduciary Duties
- Natural Disasters impacting the region as a whole. EX: hurricanes, flooding, etc.
- NOTE: Emergencies such as natural disasters, illnesses, death in the family, and/or travel interruptions will be handled on a case-by-case basis.

Implementation:

1. If a chapter is not represented at the NACE Town Hall & Elections and CLC Mid-Year Summit at the NACE Experience Conference, Q3 rebates may be forfeited.

2. If a chapter does not attend the NACE Town Hall & Elections and CLC Mid-Year Summit for two consecutive years, all dues rebates for the 2nd year are forfeited.

These guidelines do NOT apply to chapters that have had an exception approved by the National Board of Directors.