

ASTC
Director's Policy "A"
Approval Date: 2 March 2021

This Policy sets forth the requirements for requesting a "Leave of Absence" from Society membership and the procedure for membership reinstatement at the end of the leave.

The "Leave of Absence" option may be requested by any full member of the Society who may be unable to meet the membership requirements, particularly the income requirement, for a period of one year or more. The policy is directed at members who must temporarily leave the practice of Theatre Consulting, but expect to return to the practice of Theatre Consulting in the future. Examples of the reasons for such a leave include:

The member's spouse/partner is to be transferred to a foreign country or area where it would be impractical for the member to practice Theatre Consulting.

The member or a member of their immediate family has a serious injury or health issues that would prevent the member's normal practice of Theatre Consulting. Details of such issues are to be held in strict confidentiality by the ASTC Board.

The member accepts a temporary opportunity to a study grant, teaching grant, or to serve in a fellowship position (Rhodes Scholar, Congressional or White House Fellow).

The member is an employee of a firm that is downsizing or laying off employees. Depending on job market conditions suitable new employment may not be immediately available.

Other reason, approved in advance by the ASTC Board of Directors, as may be applicable to that individual member.

To initiate the "Leave of Absence", the member must submit to the Society Secretary, a letter requesting the Leave and giving the reason for the request. The request should be timely. For example: A laid off employee should contact the Society Secretary as soon as possible to provide valid new contact information and initiate the request. The request shall be presented to the ASTC Board of Directors for approval. Requests are to be for a period of one year and may be renewed by the member so requesting in a note on the next year's dues invoice and returning that invoice to the secretary.

During the leave period, the requester may earn income from freelancing within the entertainment sector or work outside the sector, provided that in no instance shall they become an employee of a entertainment sector manufacturer or installer. Should that occur the member must immediately notify the ASTC Secretary and resign their ASTC Membership.

From the ASTC ByLaws:

Notwithstanding the foregoing, any individual who at the time of application for admission as a Regular Member, or at any time subsequent thereto, is an owner, employee, or commission agent for any firm that manufactures, sells, or installs equipment or that acts as a contractor for the construction of performance, assembly, or studio facilities, shall be ineligible for admission as, or shall be disqualified from continuing to be, a Member (hereafter referred to as the prohibition against Commercial Affiliation).

To return to full membership, after the Leave, the member must submit a request letter to that effect to the Society Secretary and that letter shall be submitted to the ASTC Board of Directors for approval.

Upon approval, the member shall pay the dues for the current year and shall be returned to full membership status.

During the period of the "Leave of Absence" payment of member dues shall not be required. The members name shall be removed from the roster, and the member may not represent themselves in any way as being a member of the ASTC.

R Duane Wilson
ASTC Secretary