Dear Sir or Madam,
Your membership on X3T9.2 is in jeopardy due to your failure to attend two out of the last three successive meetings. My records indicate that your organization's recent attendance at plenary meetings is as shown on the back of this page. If you believe that my records are in error, please contact me. In accordance with the X3/SD-2, Organization, Rules and Procedures of X3 (section 4.2.6) "Voting members of X3 and its subgroups shall be terminated under the following conditions:
a) The principal and all alternate representative(s) shall be warned in writing upon failure of the organization to:
(1) attend two out of three successive meetings, in which case the membership shall be terminated if not represented at the next meeting; or
(2) return ballots from two successive mailings, in which case the membership shall be terminated if the next ballot is not returned.
An organization fails to perform an above action when none of the organization's representations perform the action.
(b) The voting membership will be canceled by the X3 Secretariat for failure to pay appropriate service fees within the time specified by the X3 Secretariat.
$X 3$ or its subgroups may vote to continue the membership despite failure of the member to comply with the membership criteria in item a) above.

If your membership is in jeopardy specified in a) (1) above, and you allow your membership to lapse, you can reobtain voting membership by attending two of three consecutive X3T9.2 meetings.

Please note: It is possible for an organization to be in jeopardy two meetings in a row. I am often asked about this. If your organization attended regularly up to meeting n and then missed two meetings, it would be in jeopardy at meetings $n+3$ and $n+4$ even your organization attended meeting $n+3$.

X3T9.2 will meet next on Thursday afternoon and (possibly) Friday morning, November 11-12, 1993 beginning at 1:00 PM on Thursday at the: Red Lion Hotel, 1775 E. Cheyenne Mountain Blvd., Colorado Springs, Colorado 80906, Phone: (719) 576-8900, Fax: (719) 576-4450

Please mention X3T9 when making hotel reservations. Additional information regarding this meeting is contained at the front of the committee mailing.

Sincerely yours,


John B. Lohmeyer, Chair X3T9.2

[^0]*Operating under the procedures of The American National Standards Institute.
X3 Secretariat, Computer and Business Equipment Manufacturers Association (CBEMA) 1250 Eye Street NW, Suite 200, Washington, DC 20005-3922
Telephone: 202-737-8888 (Press 1 twice) FAX: 202-638-4922 or 202-628-2829

Sep 24, 1993 -- X3T9.2 Attendance Report



[^0]:    cc: Ms. Katrina Gray, X3 Secretariat
    Mr. Lawrence Lamers, X3T9. 2 Secretary

