

Name: _____

San Juan Capistrano Fiesta Association

Code of Conduct

Adopted October 12, 2016

The purpose of this Code of Conduct is to provide a consistent set of guidelines for the behavior and presentation of members of the San Juan Capistrano Fiesta Association (Association).

When in public, it is the goal of Association Members (Members) to display the highest conduct and ethical behavior as representatives of the Association and of the community.

Conduct and Etiquette

Members shall conduct themselves in a manner consistent with the By-Laws and Standing Rules of the Association and applicable law. Members shall be courteous and respectful in their dealings with other Members and members of the community. Belligerent or disrespectful language or behavior (loud language, swearing, fighting) will not be tolerated and may be the subject of disciplinary action.

At all events, Members shall carry out their duties in a professional manner. When dressed in Black and White, Members shall be aware that they are representatives of the Association and act accordingly.

Members shall collect and preserve the Association's financial resources and insure the Association's assets against loss.

Sexual harassment by language, inappropriate contact, or use of inappropriate materials shall not be tolerated.

Excessive consumption of alcohol or use of illegal drugs shall not be tolerated.

Members agree to leave an event or site when one or more other members point out any unacceptable behavior.

Conflicts of Interest

Members shall not use their membership in the Association for personal or professional benefit. Membership shall be solely for the benefit of the Association and the Association's activities.

Members shall not accept gifts or personal favors in their role as members of the Association. Preferential treatment shall not be given to vendors or applicants based on favors received.

Upon joining the Association, each Member shall disclose to the Board any possible conflict of interest.

Contracts and Commitments

Contracts with and commitments to outside individuals, vendors, or organizations can only be put in place by Members of the Board of Directors.

Sanctions

Any Member may bring to the attention of the Board the unacceptable behavior of another Member. The Board will consider the conduct of the offending member at a special meeting called for this purpose. The Executive Board may be convened as the first step in deciding action.

Sanctions available to the Board:

- Warning to the Member that the conduct will not be tolerated.
- If the Member is a Board member, the Member may be asked to resign from the Board.
- If the Member is a Board member, the Member may be removed from the Board.
- The Member may be asked to resign from the Association.
- Suspension of the Member for a period of time.
- Expulsion of the Member per the By-Laws.
- Other remedies as may be decided by the Board.

Acknowledgement

I acknowledge that I have received and read the Association's Code of Conduct and understand my obligations as a Member of the Association. I agree to comply with this Code of Conduct and acknowledge and agree and accept that I may be subject to disciplinary action for any violations.

Signature: _____

Print Name: _____

Date: _____