

CRR Board Code of Conduct (Effective January 21, 2025)

Each Board member of our club affirms the expectations outlined here and strives to perform accordingly. Specific performance expectations are:

1. Believe in and be an active advocate and ambassador for the clubs values, mission and vision.
2. Work with fellow Board members to fulfill the obligations of Board membership as articulated in the job description of the Board of Directors.
3. Act in a way that contributes to the effective operation of the Board.

This includes – but is not necessarily limited to the following:

- a. Focus on the good of the club, independent of personal agenda, self-interest, or the influence of others.
 - b. Maintain confidentiality of committee, board, and club work unless authorized otherwise.
 - c. Support Board decisions once these are made.
 - d. Participate in appraisal of own performance and the performance of the Board and its committees.
 - e. Support the club's policies and procedures.
4. Regularly attend Board and committee meetings.
 - a. Preparation and Participation: Prepare for these meetings by reviewing materials in advance and bringing the materials to meetings.
 - b. Adherence to Agenda and Time: Start and end meetings on time, allocating time limits to agenda items and adhering to them. Ensure all discussions remain focused on the pre-approved agenda.
 - c. Respectful Communication: Foster an environment of mutual respect by allowing each member to speak without interruption and avoiding personal criticisms.
 - d. Constructive Dialogue: Focus on solutions and forward-thinking discussions, encouraging diverse viewpoints while maintaining professionalism.
 - e. Consensus and Decisions: Strive for consensus while respecting majority decisions, and documenting outcomes.
 - f. Role of the President: to moderate discussions, manage time effectively, and maintain order.
 - g. Role of the Secretary: to table items and add them to the agenda for the next Board Meeting if agenda items and discussions cannot be completed on time.

5. Keep informed about the club, its issues, and its connection to the community through active participation within the club and conscientious connection outside the club.
6. As appropriate, use personal and professional contacts and expertise to benefit the club, without compromising ethics or trespassing on relationships.
7. Be ready to serve as a chair or member of a committee or task force, and participate actively and thoughtfully.
8. Inform the Board of Directors of the club of any potential conflicts of interest, whether real or perceived, and abide by the decision of the Board related to resolve the situation.
9. Respect the authority of the President and Officers while they perform their respective duties.
10. Agree to step down from Board position if unable to fulfill these expectations.

Board Member Signature: _____

Date: _____