

Home of the Windsor Wildcats, LaSalle Sabrecats, Tecumseh Tigercats & Southwest Wildcats



**3205 Forest Glade Drive, Windsor, ON, N8R1W7
SPFHAhockey.com**

Sun Parlour Female Hockey Association Code of Conduct – SPFHA Board Members

In establishing policy for, and on behalf of, Sun Parlour Female Hockey Association's members, I am a custodian in trust of the assets of their society/association. The members recognize the need for competent and committed elected board members to serve their organization and have put their trust in my sincerity and abilities. In return, the members deserve my utmost effort, dedication, and support.

Therefore, as a board member/director of Sun Parlour Female Hockey Association, I acknowledge and commit that I will observe a high standard of ethics and conduct as I devote my best efforts, skills and resources in the interest of Sun Parlour Female Hockey Association and its members. I will perform my duties as board member/director in such a manner that members' confidence and trust in the integrity, objectivity and impartiality of Sun Parlour Female Hockey Association are conserved and enhanced. To do otherwise would be a breach of the trust which the membership has bestowed upon me.

I Hereby undertake and agree as follows:

I, _____, will be bound by the terms and conditions of the following Code of Conduct:

General

1. I will always hold the betterment of the membership of the organization as my priority, including during all participation in discussions and voting matters.
2. I recognize that I am obligated to act in a manner which will bear the closest public scrutiny.
3. It is my responsibility to contribute to the board of directors any suggestions of ways to improve the organization's policies, standards, practices or ethics.
4. I will not abuse my position as a board member by suggesting to any party that I am entitled to or expect any special treatment beyond regular members of the organization.
5. I will declare any conflict of interest, be it real, potential, or apparent, which is not immediately obvious with regard to any matter being discussed in my presence.
6. If the board or any member thereof decides at any time that I have a conflict, I will accept their request that I refrain from participating in the discussion and I will leave the discussion at the board members request. If I am asked to recuse myself from a board meeting, I understand that the board's decision will be recorded in the minutes, either with or without the reasons for the decision being also recorded.
7. I understand that the following activities are considered by the organization to be conflicts of interest, and that conflicts of interest are not limited to the following situations:
 - a. where a director makes a decision or does an act motivated by other or additional considerations than "the best interests of the organization."

- b. where a director personally contracts with the organization or where he/she is a director of other organizations which are contracting with this organization.
- c. where a director learns of an opportunity for profit which may be valuable to him/her personally or to another organization of which he/she is a member, or to other persons known to the director.
- d. where a director, in any circumstance as related to the organization, puts his/her personal interests or the interests of his/her children ahead of the best interests of the organization.

Information

- 8. I will not knowingly take advantage of or benefit from information that is obtained in the course of my official duties and responsibilities as a board member, and that is not generally available to membership.
- 9. I will be alert to information which the organization can use to develop improved policies and strategies.
- 10. I will protect the organizations information closely and will not release or share confidential information without the permission, preferably in writing, of the person who provided it.
- 11. I will maintain confidentiality of all information which the board deems ought to be kept confidential.

Representing the Organization

- 12. As part of my duties as a board member, I represent the organization informally and formally to other associations, societies, government officials, and business representatives. I recognize that it is important that I represent the organization in such a way as to leave others with a positive impression of the organization. In my duties I will preserve and enhance the good reputation of the organization and will avoid behavior which might damage its image.
- 13. As a member of the Board of Directors of SPFHA, I agree to promote the association, it's teams, coaches and any activities approved by this Board; support all the volunteers, teams and members of this Board of Directors; support ALL decisions made by this Board; get Board approval prior to engaging in any hockey related activities that may be viewed as an SPFHA activity even if it is not meant to be SPFHA endorsed.

I understand that any breach or violation of this Code of Conduct would be cause for my immediate expulsion from this Board of Directors.

I further agree that I have read and understand the Constitution, Bylaws, and Policies that govern the SPFHA and will abide by these documents.

Date

Member Signature

Witness Name

Witness Signature