Board Code of Conduct

This Board Code of Conduct is a guide for members of the STCA Board of Directors and candidates for office, and is not intended to be exhaustive or to provide specific guidance in every circumstance. It shall be each Board member's responsibility to adhere to these guidelines to the best of his/her ability. This Board Code of Conduct should be taken as a whole, and selected provisions should not be used in isolation to justify any action or inaction. Nor should the absence of direct guidance on a specific issue be seen as excusing a Board member from considering the ethical dimensions of an action or inaction.

Each member of the Board of Directors will abide by this Code of Conduct, the STCA Bylaws, the STCA Code of Ethics and the Rules and Regulations of the AKC.

The Board of Directors will conduct the business affairs of the STCA in good faith with honesty, integrity, due diligence and reasonable competence.

No Board member shall share, copy, reproduce, transmit, divulge or otherwise disclose, except as required by law, any confidential information related to the affairs of the STCA, and each member of the Board will uphold the confidentiality of the Board of Directors with particular reference to any discussions conducted in a closed or executive session.

The Board will exercise proper authority and good judgment in its dealings with the membership, general public, and other individuals and organizations, and will respond to the needs of the membership in a responsible, respectful and professional manner.

Each member of the Board will use information provided by the STCA for the performance of his/her Board duties, and not for personal benefit. Members of the Board will not misuse STCA property or assets and will at all times keep such property and assets secure and will not allow unauthorized persons to have access to them.

At the end of his term of office, a retiring Board member will surrender to his successor all reference materials and other club property entrusted to him during his term as per the STCA Bylaws. Such return shall not excuse the retiring member from his/her continuing obligations of confidentiality with respect to information acquired during the course of his tenure on the Board.

The Board will serve the needs of the STCA and provide the members with a good example in both attitude and action. Above all, the Board must act in the best interests of the STCA and not for personal gain or enrichment. If conflicts of interest arise, Board members will identify them and remove themselves from any discussion or vote on the matter.

As a member of the Board of Directors, I will:

- Familiarize myself with the STCA Bylaws and procedures.
- Listen carefully to my fellow Board members, and carefully consider and respect their opinions.

- Participate actively in Board meetings, discussion, and actions and not discuss elsewhere what I am unwilling to discuss before the Board.
- Maintain regular contact with the committees assigned to me as Board liaison.
- Represent all STCA members and attempt to communicate their needs to the Board, bringing to the Board's attention any issues I believe will have a significant effect on our club, our breed, or our members.
- Refer complaints promptly and directly to the person(s) best able to deal with them.
- Recognize the authority vested in the Board, respecting and supporting all majority voted decisions of the Board, even if I disagree.
- Stay well-informed about issues that come before the Board and help determine, monitor, and strengthen the organization's programs.
- Manage the club's resources effectively by responsible fiscal planning and due diligence.
- Promote teamwork among the Board members, taking my fair share of the burdens and no more than my fair share of the credit.
- Ensure legal and ethical integrity and maintain accountability, leading by example and acting with integrity at all times.
- Consider myself a "trustee" of the organization and do my best to ensure it is well-maintained for future members.
- Pass on to my successor, all club documents, materials, and other property entrusted to me as a member of the Board.
- Acknowledge conflicts of interest between my personal life and my position on the Board, and abstain from voting or attempting to influence issues in which I am conflicted.

As a member of the Board of Directors, I will not:

- Criticize fellow Board members or their opinions.
- Use my position for my personal advantage or that of my friends or relatives.
- Discuss the confidential proceedings of the Board outside of the Board either during or after my term of office expires.
- Decide how I will vote on an issue until I have heard the discussion and have become fully informed on that issue.
- Interfere with the duties or authority of other Board members.
- Speak for or on behalf of the Board or the STCA unless specifically authorized to do so.
- Participate in social media topics using derogatory statements or wording that could in turn cast a bad light upon all the Board and the STCA.

Board member signature_____

Date_____