

WATERFORD ASSOCIATION, INC.

CODE OF CONDUCT

Adopting a Member Code of Conduct allows the Waterford Association Incorporated (hereinafter “WAI” or the “Association”) Board of Directors to outline the atmosphere and Member behaviors the Association seeks to establish as necessary and appropriate. This undertaking is especially important as our membership grows in size. This Code of Conduct (“Code”) establishes a baseline expectation of conduct for all Primary and Household Members (hereinafter jointly referred to as “Members”), and outlines the steps that Members should follow to report violations of the Code. It is expected that all Members, as well as their children and guests, will abide by, support, and advocate the highest standards of ethical, moral and legal behavior, and show respect and concern for all other Members and guests of the WAI community. Therefore, the following policies have been adopted by the Board of Directors as of **August 18th, 2022**.

In the event that the WAI Board of Directors (“Board”) changes any portion of this policy, the Board will immediately notify the WAI membership within five (5) business days of such change(s).

CODE OF CONDUCT

WAI is a non-profit, non-stock corporation organized under the Connecticut Revised Nonstock Corporation Act (Chapter 602 of the Connecticut General Statutes) as the same may be amended from time to time (the “**Act**”). The Association purposes and objectives are as follows:

- Maintaining and improving the general welfare and neighborly community spirit of Pleasure Beach, within the Town of Waterford.
- Enhancing and protecting the appearance and value of Association property for the enjoyment of members.
- Stewardship of the Association beach and surrounding areas, to protect the saltwater ecology and natural resources entrusted to the Association for the enjoyment of future generations of members.
- To promote and offer Members a wide range of social benefits and services.
- To promote the Association as a social and friendly organization providing value for money to all those eligible for membership and encouraging them to join the Association.
- To raise, collect, hold and expend monies for the furtherance of any of the Association’s objectives.

WAI has a **ZERO TOLERANCE POLICY** for inappropriate behavior which may take the form of:

- Racism,
- Sexism,
- Any and ALL harassment, bullying, discriminatory behavior,
- Abuse (physical or verbal),
- Intolerance of a person’s religion, gender identity, race, or sexual orientation,
- Rude, offensive or obscene language, gestures or actions
- Behaving in a way that disturbs the enjoyment of the Association’s property for other people, and
- Any other actions deemed to be intentionally hurtful, harmful, threatening or inappropriate.

Additionally, WAI members shall respect all Association property and not damage or deface real property or items owned by the Association. Members shall not directly contact any Association service providers or vendors including but not limited to legal counsel. If members cause damages or incur real costs on behalf of the Association, they will be liable to refund the Association for these expenses.

The WAI Board aims to enforce the right for all WAI Members to enjoy an environment that is safe and without risks to well-being, (mental and physical), violence, and aggression. **All Members of the Association shall be bound by this Code of Conduct and will certify annually at the time of membership renewal that they agree to follow and be bound by the Code.**

MEMBERS HAVE THE RIGHT TO:

1. Be treated fairly, equally and with respect by the Association Board and other Members.
2. Socialize in an environment free from all forms of harassment, bullying, and discriminatory behavior.
3. Privacy and confidentiality concerning records, documentation and any other communication containing a member's personal information, unless consent is otherwise provided.
4. Be informed and actively involved in all Association events and offerings.
5. Respectively voice their opinions, requirements and suggestions to the Board of Directors and other Members without fear of reprisal or derogatory comments.

MEMBERS MUST:

1. Show respect and treat other Members as well as guests and employees fairly and with respect and courtesy.
2. Always show respect for the volunteers who give their time to help the Association.
3. Never yell at, taunt, or threaten physical violence upon another Member of the Association, a volunteer, a Member's guest, or employee of WAI.
4. Behave responsibly and ensure they conduct themselves in a manner which will not injure the reputation of the Association, its events, organizers, participants or sponsors.
5. Never physically or verbally harass, abuse, or bully others.
6. Never use abusive, rude, offensive, obscene or vulgar language or gestures, or make racial, sexual orientation, ethnic, gender identity, or gender-related slurs or derogatory comments.
7. Never make unwanted sexual or physical contact with other Members. Members listed on a sex offender registry, convicted of a sex crime or of possessing, creating, or distributing child pornography will be immediately barred from membership and all participation in Association activities.
8. Report any inappropriate behavior to the Board for action and follow-up.
9. Abide by and uphold the Code and other adopted rules and regulations and Association policies.

MEMBER BREACHES OF THIS CODE OF CONDUCT:

1. Any Member not behaving in accordance with the Code at an event of the Association may be asked to leave the function and will not be entitled to a refund of monies paid.
2. Inappropriate Member behavior will be investigated, discussed, and action may be taken by the Board of Directors, including reprimand, suspension or revocation of membership.

COMPLAINT PROCEDURE

It is not the role of the Board to make sure everyone is friends, but it is the Board's role to ensure an environment free from hostility that threatens the general well-being of the Association, its Members and their guests.

Members may report violations of the Code via written complaint to the Board of Directors via email at Board@pleasurebeachct.org. Such written complaint must contain sufficient facts to support action by the Board.

The Complaint Procedure is intended to encompass all forms of harassment, bullying and discrimination complaints regarding race, color, religion, age, sex, sexual orientation, gender identity, marital status, physical disability, criminal record, national origin, or ancestry, mental

disorder (or history thereof), from Members and their guests. Members have the right to make full utilization of this Complaint Procedure without jeopardizing in any way their current Member or employee status.

The components of the Complaint Procedure are as follows:

1. The Board will receive and discuss all written complaints of violation of the Code. These may be direct from the Member or referral who has received a complaint from a child or guest.
2. All complaints filed under this procedure will be accepted for investigation up to and including thirty (30) days after the date of the alleged discriminatory act, unless, in the Board's discretion, due process and fairness demand that a complaint filed at a later date be heard.
3. The Member who is the subject of a complaint shall have the right to appear before the Board to present his or her position and address the claims made.
4. All complaints must be written and signed by the complainant. At this time, the complainant will be counseled as to the other avenues of redress open to him/her.
5. All complaints will be investigated and processed by the Board within thirty (30) days after their receipt. If a complaint is deemed by the Board to be founded, the Board may consult with an attorney and/or law enforcement in determining an appropriate course of action.
6. If the Code violation is deemed to be a first offense of a minor nature, such as a complaint of foul language, the Board may limit action to a discussion with the offending Member and/or issue a verbal warning.
7. If the Code violation persists, the offending Member will be given a written warning containing notification that a third verified complaint will result in loss of membership, including all participation in Association activities.

The complainant will be notified, in writing regarding the results of the investigation and the final disposition of the complaint, including any remedial action.

If you believe there has been a violation of the Code and seek to file a complaint, contact:

Board of Directors
Waterford Association Incorporated
PO Box 51
Waterford, CT 06385
board@pleasurebeachct.org