## **Code Of Conduct Policy**

October 28, 2023

## **Policy Statement**

- 1. HLCOA Members share the resources owned by the Association collectively, not individually. It is incumbent on Members to actively participate in ways that preserve the founding principles and governing rules that contribute to the successful preservation of the property and way of life enjoyed by all Members.
- 2. The Board is comprised of volunteers who manage the affairs of the Association in accordance with the HLCOA Covenants, By-Law, Regulations and policies as well as municipal, provincial and federal legislation. The Commonland is a shared resource of the HLCOA, i.e. owned by the Members collectively, not individually, with any inherent benefits flowing directly to HLCOA.

## Board

- 3. Board members treat and speak of members and Board members with respect. Differing points of view are respected and valued. Communication with members is timely and effective, with opportunities for member input included as possible. Board members work within timelines to ensure effective Board operation. Board work is conducted by at least two members at all times.
- 4. The HLCOA Covenants, By-Law, Regulations and policies are followed by Board members in order to ensure equitable treatment and expectations, and safety, security and welfare of the Members and property.
- 5. To ensure effective meetings, Board members are invited to contribute agenda items, expected to review the agenda and supporting materials prior to the meeting, to arrive 10 minutes early to the meeting, and to act in a way that supports punctual start and end times. The Board strives to make decisions through consensus. Where consensus cannot be reached, a vote will be held (majority vote carries the decision). Board discussions are not addressed by Board members outside Board meetings. The items of discussion and decisions taken at Board meetings are communicated to Members.

## **Members**

- 6. HLCOA Members treat and speak of other Members and Board members with respect. Differing points of view are respected and valued.
- 7. The HLCOA Covenants, By-Law, Regulations and policies are followed by Members in order to ensure equitable treatment and expectations, and safety, security and welfare of the Members and property. Where Members wish to see changes in these rules, a motion can be brought to the AGM (with prior notice as outlined in the Regulations) for Member consideration and a vote. The rules are binding on all Members and guests.
- 8. Members are required to refer any concerns regarding waterfront to the Board's Waterfront Director, concerns regarding trails to the Board's Trails Director, and concerns about Forests to the Board's Forest Director. In all cases, Members are to treat the Commonland with respect and ensure that they do not have any impact on it without consulting with the Board.
- 9. Members attend the Annual General Meeting held in the Fall and any Spring Meetings or Special Meetings called by the Board. They read the bulletins to ensure that they are up to date with news, changes and activities. They avail themselves of opportunities to provide input, thoughts and ideas to the Board. Members elect Board members, pay dues and act in accordance with HLCOA Covenants, By-Law, Regulations and policies. They volunteer to support implementation of rules, community building, and stewardship of the Commonland.