



# SLOUGHHOUSE

## Resource Conservation District

HERALD | SLOUGHHOUSE | WILTON

### **Code of Conduct for SRCD Board of Directors and Associate Directors**

Adopted: August 11, 2021

Board members hereby agree to abide by the following:

- 1) Board members will treat all persons in a fair and respectful manner when participating in the Board's activities and meetings, or related meetings with other groups, political entities, or organizations. Activities includes phone calls, digital meetings, and correspondence.
- 2) Board members will act at all times in accordance with all applicable laws of the U.S.A. and the State of California in the performance of their official duties.
- 3) Acting in accordance with California law includes, but is not limited to, annual submission of the Form 700 financial disclosure form, completion of AB 1234 ethics training as required, and acting in compliance with the ethics principles as explained in the training such as avoiding conflicts of interest, not abusing the perks of office, support for government transparency and fair processes. (Cal. Gov. Code 18371)
- 4) Board members will refrain from abusive conduct, including verbal attacks upon the character or motives of other Board members, staff, other groups, political entities, or the public.
- 5) Board members will abide by the processes and rules established by the Board and this Code of Conduct.
- 6) When acting as a member of the Board, it is the policy of the District that Directors shall accurately represent the Board's policies and positions so as to avoid confusion over the Board's position on issues relevant to the Board's jurisdiction and related initiatives when they are representing the District. When acting as a representative of the District, Board members will accurately and honestly represent the official policies and positions of the District. Acting as a representative of the District means any representation, real or implied, of the District and its policies, whether virtual or in person, in writing of any kind, or in a public forum. Board members retain all of their personal rights, including the right to free speech and to express their personal opinion.

For example, when a Board member is voting on a committee as a representative of the District on a matter for which the District has taken a position, the Board member is required to cast a vote which is consistent with the District's position. Board members nevertheless retain the right to express their personal opinion about Board policies and positions as an exercise of their First Amendment rights.

- 7) The Board exercises authority only collectively as a Board. Individual Board members will not state that a matter is the District’s policy, position, or opinion on a matter unless the matter has been previously approved by a majority of the Board.
- 8) Board members will not participate in or attempt to influence a Board decision that could have a reasonably-foreseeable impact on their personal or financial interest. Board members will refrain from accepting gifts, favors, or promises of future benefits that might compromise their independent judgment or action as a Board member or give the appearance of being compromised in carrying out their duties as a Board member.
- 9) Board members will keep confidential District’s information that has been provided to them in confidence. Board members will not disclose confidential information without proper authorization from the Board as a whole or use such information to advance their personal, or private, financial interests.
- 10) As a consequence of violation of this Code of Conduct, the Board may pursue warning, censure, or a request for resignation of a Director. A first violation shall result in a written warning to the Director which states the facts of the violation. A second violation shall result in censure of the Director at a Board meeting. Censure shall require an explanation of the facts of the two violations, and the Director in question shall be given an opportunity to respond at the meeting. Censure shall only apply if approved by a majority vote of the Board. A third violation shall result in a request for the resignation of a Director. A request for resignation shall require an explanation of the facts of the three violations, and the Director in question shall be given an opportunity to respond at the meeting. A request for resignation shall only apply if approved by a majority vote of the Board.

I have read and agree to abide by this Code of Conduct.

Barbara Washburn  
 Printed Name of Board Member

8/17/21  
 Date

*Barbara Washburn*  
 Signature of Board Member