

# **Van Alstyne Sports Authority, Inc.**

## **Board member Code of conduct**

*VASA mission statement: to build a stronger community united through inclusive youth sports programs that foster teamwork, sportsmanship, and personal growth for all.*

*As voting and non-voting members of the Van Alstyne Sports Authority (VASA), we commit ourselves to the highest standards of ethical and professional conduct. We agree to be guided by this Code of Conduct in all our actions and decisions as representatives of the organization.*

### **Responsibilities of Board members:**

- Attend all board meetings and, whenever possible, support and represent VASA at events and special functions.
- Be informed about VASA's mission, policies, and programs. Review meeting agendas and materials in advance to ensure productive discussions.
- Be prepared for board meetings by reviewing the meeting agenda and supporting materials ahead of time. This ensures a productive and timely board meeting.
- Fulfill your role as a board member and/or sport commissioner/co-commissioner by managing all aspects of your assigned role, or sport. Outlined roles detailed in the organization roles and responsibility document.
- Additional support: Contribute to extra assignments or initiatives when capacity allows, demonstrating a spirit of collaboration and shared responsibility.

### **Personal conduct**

- *Professionalism:* I will exhibit professionalism in interactions with other board members, the community both in person, and online. I will do my

best to make decisions consistent with the safety, privacy, and well-being of my community.

- *Respect*: I will show respect to others without resorting to public criticism, or confrontational behavior.
- *Ethical behavior*: I will act with honesty and integrity at all times, refraining from any form of cheating, dishonesty, or unethical behavior. I will lead by example, maintaining a high ethical standard and degree of professionalism in the performance of all my duties.
- *Role Modeling*: I will be an exemplary role model for all of the community, including the youth in our organization by demonstrating professionalism, respect, and integrity at all times.
- *Conflict resolution*: I will address disputes or conflict within the board in a respectful and private manner, seeking resolution through open communication and cooperation. I will avoid conflicts of interest and bias whenever possible. If I have a conflict of interest or bias on a matter, I will recuse myself if necessary.
- *Confidentiality*: Protect sensitive information obtained through meetings, communication platforms (e.g., phone, email, TeamSideline), and social media. Do not disclose confidential information to unauthorized parties.
- *Communication*: I will communicate with other board members, and community with respect. I will strive to listen and understand the needs of all parties. This includes various methods of communication including: phone, email, social media, and in person.

## **Social Media**

### **Social Media Guidelines**

***Refer to the VASA social media policy document***

As a board member/ Staff of Van Alstyne Sports Authority (VASA), your conduct on both personal and organizational social media reflects on the organization. You are expected to:

- **Represent VASA positively** at all times on social media, including personal profiles, comments, and community groups.
- **Promote VASA's mission** by sharing accurate, positive, and respectful content related to programs, events, and community impact.
- **Avoid posts that are:**
  - Discriminatory, inflammatory, harassing, or derogatory
  - Critical of other board members, volunteers, participants, or the organization itself
  - Politically charged or unrelated to VASA's purpose when associated with your role
- **Maintain confidentiality** by not posting or discussing sensitive information, internal decisions, or participant details.
- **Engage respectfully and constructively**, especially when responding to public inquiries or concerns.

***Reminder:** Even on personal pages, your affiliation with VASA may be known. Exercise good judgment, model integrity, and help foster a positive, inclusive online environment.*

## **Laws and Policies**

- Stay informed about applicable laws, regulations, bylaws, and internal policies relevant to VASA operations.
- Exercise sound judgment and authority within legal and policy boundaries to further the organization's mission.

## **Consequences for Violations**

All board members are expected to uphold the standards outlined in this Code of Conduct. Failure to do so may result in the following actions, depending on the nature and severity of the violation:

- Verbal or written warning from the Board President or Executive Committee
- Temporary suspension of board duties or privileges
- Removal from a leadership role (e.g., sport commissioner or officer position)
- Formal removal from the Board, in accordance with VASA bylaws

All disciplinary actions will be handled confidentially and with fairness. Whenever possible, the goal is to seek resolution through communication, education, and accountability.