Renton Sailing Center
Code of Conduct

Policy

Renton Sailing Center members and their guests are expected to accept and adhere to the high standards of personal conduct set forth herein. While engaged in Center activities members and their guests shall:

- Treat all members and guests of the Center with courtesy, respect, and dignity.
- Comply with directions of RSC officials acting in the performance of their duties.
- Abide by all RSC published policies and procedures including those that appear in the Member Agreement, the By-laws, and this Code of Conduct.
- Refrain from behaving in a threatening manner towards other Center members, guests, or RSC Officials.
- Behave in a manner that does not intentionally or recklessly interfere with normal RSC-sponsored activities, including, but not limited to, Teaching, Skill Building Through Racing, Open Sailing, Member Meetings, and Center Communications.
- Treat the boats, equipment and facilities with respect.
- Refrain from tampering with safety equipment.
- Respect the rights and property of other members of the Center.
- Limit use of the All Members distribution list to communication about Renton Sailing Center activities, such as sailing or maintenance at the RSC dock. All other use of the All Members distribution list requires approval from the Board of Directors. Refrain from using the All Members distribution list to air grievances.
- Accept responsibility for, and the consequences of, their actions, and encourage responsible conduct in others.
- Refrain from soliciting, aiding, or inciting others to commit a violation of Code of Conduct policies.
- Refrain from consuming, distributing, or providing alcohol or controlled substances on the Center’s dock or boats.
- Refrain from possessing, using, distributing, or providing illegal and/or controlled substances on the Center’s dock or boats.
- Possess no firearms, weapons, or any other item designed to inflict harm or damage on the Center’s dock or boats.
- Refrain from conduct that is inconsistent with federal, state or local laws or that is otherwise inconsistent with the best interests of the Center.

Examples of misconduct that will not be tolerated include, but are not limited to, the following:

- Conduct that disrupts Center activities
- Verbal abuse
- Assault
- Interference with the educational or sailing opportunities of other members and guests
- Unsportsmanlike behavior
- Attending Center activities under the influence of alcohol or other drugs
- Unlawful conduct

Process for Code-of-Conduct Violations

General Process

Whenever a violation of the Code of Conduct is identified, the Board of Trustees will take prompt and appropriate corrective action consistent with its policy. There shall be no retaliation against any member of the Center who expresses a concern under this policy, and confidentiality, to the extent possible, will be maintained. Intentionally false accusations may result in appropriate corrective action by the Board of Trustees.

1. **Obligation to Report.** Any member of RSC who suspects that a violation of the Code of Conduct has occurred is required to submit electronically to the Board of Trustees the following information for the purposes of administrative review and resolution:

    - Date of the alleged incident
    - Documentation available to support the allegation
    - Name and contact information of the person making the notification

    The Board of Trustees will provide written notification to the person who is suspected of having committed the violation.

2. **Investigation Process.** The Board of Trustees will conduct an appropriate investigation that will include the opportunity for the accused to respond to the alleged violation, either in writing or orally. In all cases, informal attempts will be made to resolve the issue. During the investigation, the Board of Trustees will convene a panel made up of 3-5 individuals pulled from the Board of Trustees and/or Committee members to review the alleged violation. Following the investigation, the Panel will make a decision, based on majority vote, and notify the accused and the Board of Trustees in writing of the decision and any sanctions resulting from the findings. Sanctions may result in restriction from

specific Center programs or termination of membership from the Center. In the event that the Panel deems removal from the membership of the Center is necessary, there will be no refund of fees.

3. **Appeals.** The decision made by the review panel may be appealed to the full Board of Trustees. All Board of Trustees' decisions are final.