



## **Point Clark Beach Association**

### **Statement of Values**

The Point Clark Beach Association (“PCBA”) is a nonprofit community group for the betterment of the members and the Community at large.

Our values include (but are not restricted to) the following:

- Commitment to the public good;
- Respect for the worth and dignity of individuals;
- Inclusiveness and social justice;
- Respect for pluralism and diversity;
- Transparency, integrity and honesty;
- Responsible stewardship of resources; and,
- Commitment to excellence.

## **The Code of Ethics**

### **I. Personal and Professional Integrity**

All Board members and volunteers of the PCBA act with honesty, integrity and openness in all their dealings as representatives of the PCBA. The PCBA promotes an environment that values respect, fairness and integrity.

### **II. Mission**

The PCBA shall operate as a not-for-profit corporation. The PCBA shall serve as a common voice for property owners and act as a liaison with other beach associations, community groups, and governmental units. It shall also promote the quality and enjoyment of life in the Point Clark area. It shall act as a source of information.

### **III. Governance**

The PCBA has a Board of Directors that is responsible for setting the mission and strategic direction of the PCBA and oversight of the finances, operations, and policies of the PCBA. The governing body:

- Ensures that its board members or trustees have the requisite skills and experience to carry out their duties and that all members understand and fulfill their governance duties acting for the benefit of the PCBA and its public purpose;
- Has a conflict of interest policy that ensures that any conflicts of interest or the appearance thereof are avoided or appropriately managed through disclosure, recusal or other means;



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- Ensures that the PCBA conducts all transactions and dealings with integrity and honesty;
- Ensures that the PCBA promotes working relationships with the Board, association members, volunteers, and program beneficiaries that are based on mutual respect, fairness and openness;
- Ensures that policies of the PCBA are in writing, clearly articulated and officially adopted; and
- Ensures that the resources of the PCBA are responsibly and prudently managed.

### **IV. Legal Compliance**

The PCBA is knowledgeable of and complies with all laws, regulations and applicable conventions required for such organizations.

### **V. Responsible Stewardship**

The PCBA will manage their funds responsibly and prudently. This should include the following considerations:

- That solicited funds have reasonable fundraising costs, recognizing the variety of factors that affect fundraising costs;
- Do not accumulate operating funds excessively;
- Ensure that all spending practices and policies are fair, reasonable and appropriate to fulfill the mission of the PCBA; and,
- All financial reports are factually accurate and complete in all material respects.

### **VI. Openness and Disclosure**

The PCBA provides comprehensive and timely information to the public, the media, and all stakeholders and is responsive in a timely manner to reasonable requests for information. All information about the PCBA will fully and honestly reflect the policies and practices of the PCBA. All financial and organizational reports will be complete and accurate in all material respects.

### **VII. Event and Outreach Evaluation**

The PCBA regularly reviews event and outreach effectiveness and has mechanisms to incorporate lessons learned into the future. The PCBA is responsive to changes in its field of activity and is responsive to the needs of its membership.

### **VIII. Inclusiveness and Diversity**

The PCBA has a policy of promoting inclusiveness and its Board and volunteers reflect diversity in order to enrich its programmatic effectiveness. The PCBA takes meaningful steps to promote inclusiveness in its board recruitment and membership.

### **IX. Fundraising**

The PCBA are truthful in their solicitation materials. The PCBA respects the privacy concerns of individual donors and expends funds consistent with donor intent. The PCBA will disclose important and relevant information to potential donors.



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In raising funds from the public, the PCBA will respect the rights of donors, as follows:

- To be informed of the mission of the PCBA, the way the resources will be used and their capacity to use donations effectively for their intended purposes;
- To be informed of the identity of those serving on the PCBA's governing board and to expect the board to exercise prudent judgment in its stewardship responsibilities;
- To have access to the PCBA's most recent financial reports;
- To be assured their gifts will be used for the purposes for which they were given;
- To receive appropriate acknowledgement and recognition;
- To be assured that information about their donations is handled with respect and with confidentiality;
- To expect that all relationships with individuals representing the PCBA to the donor will be professional in nature;
- To have the opportunity for their names to be deleted from mailing lists, websites and social media that the PCBA may intend to share; and,
- To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

### **X. Donation Guidelines**

The PCBA, as an organization that provides grants within the Point Clark community, has particular responsibilities in carrying out this mission. These include the following:

- The PCBA will have constructive relations with those seeking donations based on mutual respect and shared goals;
- The PCBA will communicate clearly and on a timely basis with those seeking donations;
- The PCBA will treat those seeking donations fairly and with respect;
- The PCBA will respect the expertise of those seeking donations in their fields of knowledge;
- The PCBA will seek to understand and respect the organizational capacity and needs of those organizations seeking donations; and,
- The PCBA will respect the integrity of the mission of those organizations seeking donations.