



# Conflict Resolution Policy

PCBA CRP v2. – January 2020

## Point Clark Beach Association

### Conflict Resolution Policy

If there are legitimate conflicts that require resolution between members of the PCBA, including Board members, the following is the process to address concerns:

- I. The PCBA recommends that the first avenue to address concerns should be initially with the person(s) involved.
- II. If the conflict cannot be resolved, the next step is to contact the Membership Director, outlining the issue(s) in writing requiring mediation and/or arbitration.
  - If the conflict is with the Membership Director, the President of the PCBA should be contacted.
- III. The information will be brought to the Board and, if the request has merit, a meeting be scheduled with the parties concerned. The Board will assign two members of the Board to act as mediators with regards to the issue(s) at the scheduled meeting. At that meeting, a decision will be made by mediators.
- IV. If the party or parties wish to appeal a decision made by the mediators, a request in writing to the Board must be made within 10 days and will be reviewed at the next Board meeting. The Board decision at that meeting **will be final** and subject only to an appeal to the PCBA membership.
- V. If the party or parties wish to appeal the Board decision, a request in writing to the President of the PCBA must be made within 10 days. A Special Meeting of the PCBA membership would be called by the President. Quorum requirements are outlined within the Association's bylaws.

The decision would be reversed only by a 2/3 vote of the members present at the Special Meeting. Members will be given notice at least 5 days prior to the meeting.

The action taken by the membership shall be final.