



# WILLISTON FIGURE SKATING CLUB

## CODE OF CONDUCT & ETHICS POLICY

**Policy Title:** Code of Conduct & Ethics Policy

**Policy Number:** WFSC-GOV-009

**Effective Date:** June 12, 2026

**Adoption Date:** June 12, 2026

**Approved By:** Board of Directors

**Version:** 1.0

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### 1. Purpose

This policy establishes standards of ethical conduct, professionalism, and accountability for all WFSC Board Members, Officers, and representatives.

### 2. Scope

Applies to all Board Members, Officers, committee members, and individuals acting on behalf of WFSC.

### 3. Policy Statement

All individuals must act with integrity, professionalism, and in the best interest of WFSC. Conduct must align with WFSC policies, bylaws, and U.S. Figure Skating standards.

### 4. Standards of Conduct

- Act honestly and in good faith
- Respect all members, coaches, and participants
- Avoid conflicts of interest and disclose when present
- Support a positive, inclusive, and safe environment
- Follow all WFSC policies and governance structure

### 5. Confidentiality of Board Matters

Board Members and Officers must maintain strict confidentiality regarding internal Board matters, including:

- Board discussions and deliberations
- Voting records and decision rationale
- Sensitive organizational information

This confidentiality obligation applies:

- During active service on the Board
- After completion of Board service

## 6. Prohibited Conduct

- Disclosure of confidential Board discussions or votes
- Unauthorized sharing of internal documents
- Misuse of WFSC information for personal gain
- Conduct that harms the reputation of WFSC

## 7. Enforcement & Consequences

Violation of this policy may result in:

- Board review and investigation
- Removal from Board or Officer position
- Revocation of WFSC membership
- Additional disciplinary action as deemed appropriate

## 8. Alignment with Other Policies

This policy operates in conjunction with:

- WFSC-GOV-002 (Authority Policy)
- WFSC-GOV-0012 (Conflict of Interest)
- WFSC-FIN-001–003 (Financial Policies)

## 9. Adoption

Approved by majority vote of the WFSC Board of Directors on: June 12, 2026

## 10. Policy Revision History

Version 1.0 | 6/12/2026 | Initial adoption | Board of Directors