



CODE OF ETHICS FOR MEMBERS OF THE BOARD March 4, 2014

As a member of the board team, I will:

1. Represent all those whom this Sequim Community Orchestra serves and not a particular geographic area or interest group. Ensure that the Sequim Community Orchestra's mission is being accomplished in accordance with our stated purpose in the Articles of Incorporation.
2. Participate actively in board meetings and actions.
3. Recognize that my job is to ensure that the Orchestra is well-managed, not to manage the Orchestra.
4. Listen carefully to my teammates and respect the opinion of my fellow board members.
5. Respect and support the majority decisions of the board.
6. Recognize that all authority is vested in the full board only when it meets in legal session.
7. Keep well-informed of developments relevant to issues that may come before the board.
8. Encourage equal opportunity and diversity and allow no sexual harassment during meetings or during rehearsals or performances.
9. Declare conflicts of interest between my personal life and interests and position on the board. Abstain from voting when appropriate.
10. Bring to the attention of the board any issues that I believe will have an adverse effect on the Orchestra or those we serve.
11. Consider myself a "trustee" of the Sequim Community Orchestra and do my best to ensure that it is well-maintained, financially secure; growing and always operating in the best interest of those we serve. I will abide by and assist in enforcement of all written policies and procedures.
12. Have a general knowledge of the books and records of the Sequim Community Orchestra as well as its general operation. Assure that the Sequim Community Orchestra's records and accounts are accurate to safeguard assets and help prevent fraud. Assure compliance with

deadlines for tax and financial reporting, for registering with the Washington Secretary of State. Assure that the corporate status is maintained with timely filings to the Washington Secretary of State office. Remain familiar with federal, state, and local laws relating to 501 (c)3 status of the Sequim Community Orchestra.

13. Assure that the all approved written policies are followed.

As a member of the board team, I will not:

1. Criticize fellow board members or their opinions in or out of the boardroom.
2. Use the Sequim Community Orchestra for my personal advantage or that of my friends or relatives.
3. Discuss the confidential proceedings of the board outside the boardroom.
4. Promise how I will vote on any issue before a meeting.
5. Interfere with the duties of the chief staff executive or undermine his/her authority with staff members
6. Participate in allowing the making of a financial loan to a board member or board member's family members.

APPROVED BY THE BOARD OF DIRECTORS March 4, 2014