

YONKERS PADDLING AND ROWING CLUB

Conflict of Interest Policy

"We, the Officers and Directors of the Yonkers Paddling and Rowing Club, resolve that no member of the Board of Directors shall participate in any discussion or vote on any matter in which he or she or a member of his or her immediate family has potential conflict of interest due to having material economic involvement regarding the matter being discussed. When such a situation presents itself, the director must announce his or her potential conflict, disqualify himself or herself, and be excused from the meeting until discussion is over on the matter involved. The Commodore presiding over the meeting is expected to make inquiry if such conflict appears to exist and the board member has not made it known."

Policy regarding Nepotism

Yonkers Paddling and Rowing Club is a volunteer based organization whose maintenance and upkeep, at times, requires the hiring and payment of contractors. To this end, employment of relatives of Officers, Board Members or Advisory Board members may be permitted if there are no conflicts of interest. An employee who appoints, re-appoints, or confirms appointments/re-appointments, approves changes in status, evaluates performance for salary increments, promotes or dismisses, may not hire, supervise, or manage relatives.

Relatives include persons within the third degree of consanguinity (blood), within the second degree of affinity (marriage), and sole domestic partners (unmarried). Relatives within the third degree includes parents, children, grandparents, siblings, grandchildren, great-grandparents, uncles, aunts, nephews, nieces, and great-grandchildren. Relatives within the second degree include spouses or sole domestic partners and their parents, grandparents, and siblings, and an employee's son, daughter-in-law, and grandchild's spouse. This policy also includes relatives of the employee residing in the employee's household.

Members or contracted employee(s) with supervisory responsibilities may not appoint or employ a person who is related as described above, without prior approval of the Commodore in consultation with club officers. A review and determination of the potential for conflict of interest will be made prior to offering employment. If the person is hired, the related person employee may not participate in any financial or personnel activities concerning that individual. No individual involved in a hiring

decision shall give preference to an applicant because the applicant is related to a current employee.

PROCEDURES

Employees must notify the Board of Directors within 7 days of any current relative at Yonkers Paddling and Rowing Club as described above and must communicate future change in relatedness with another employee (i.e. marriage, divorce, or separation) within 7 days of occurrence.

Yonkers Paddling and Rowing Club Code of Conduct

The Yonkers Paddling and Rowing Club (the Club) is an all-volunteer organization dedicated to safe recreational boating and fostering public awareness of the Hudson River environment.

In support of an enjoyable and safe experience for all members, volunteers, and the participants from the Communities we serve in the Club's programs are expected to follow the Club's Code of Conduct:

RESPECT FOR PARTICIPANTS:

- Courtesy, respect and cooperation must be shown to all, at meetings, events and boathouse activities, as well as any other event or activity while representing yourself as a member of the Club.
- Differences of opinion and lively debate are encouraged however, rude behavior, intolerance, and personal attacks of any kind will not be tolerated.
- Discriminatory or harassing language and behavior, especially with regard to a person's cultural heritage, race, religion, gender, ethnicity, age, sexual orientation, disability or other personal attributes will not be tolerated.
- Sexual harassment or unwanted advances of any kind will not be tolerated.

SAFETY:

- The Club's written and agreed upon rules, as periodically updated, will be followed at all times.

RESPECT FOR PROPERTY:

- Follow boathouse guidelines for the use of all shared equipment
- Ensure all shared and private property is secured at all times

- Do not cause or allow theft or vandalism to individual or boathouse property.
- Damage to any Club or others personal property, however inadvertent, must be reported immediately to the House Captain.

DIVERSITY

We respect different experiences and cultures and work to create an environment in which diverse people feel supported, recognized, and rewarded in making their best contributions to the mission of our organization.

We define diversity in terms of race, gender, religion, culture, national origin, sexual orientation, gender identity, physical abilities, age, parental status, and socio-economics.

Consistent with New York State regulations, the Yonkers Paddling and Rowing Club is committed to providing companies owned by minority group members and women with maximum practical opportunities to sell their products and services in accordance with state law and regulations.