

# Code of Conduct

## Friends of the Merced County Fair

This Code of Conduct (“Code”) establishes the principles and expectations for professional conduct and ethical behavior for all members of the Friends of the Merced County Fair. By adhering to this Code, we foster a positive, inclusive, and respectful work environment that aligns with our core values and organizational objectives.

### 1. Scope and applicability

This Code applies to all members of Friends of the Merced County Fair, regardless of their position or location. Members will comply with all environmental, safety, and fair dealing laws. Members are expected to be ethical and responsible when dealing with the organization’s finances, partnerships, and public image. This Code must be acknowledged and accepted upon purchase of a new membership or renewal of membership in the Give Smart app.

Contractors and temporary staff are also expected to adhere to this Code while working for or on behalf of the organization.

### 2. Purpose and Mission

Friends of the Merced County Fair’s primary purpose is to secure grants and tax-deductible charitable donations to fulfill the mission of maintaining and improving the Merced County Fair and Merced County Fairgrounds as a community, cultural, and educational asset.

### 3. Professionalism

Each member is expected to conduct themselves respectfully at all hosted events. This includes Fair Week and the kickoff dinner. Members should encourage, motivate, and provide positive feedback for continuous improvement.

Any member conducting themselves in a manner that does not positively reflect the core values of FOF will be subject to possibly disciplinary action as outlined in item 8 below. If a member’s behavior poses an immediate safety concern, FOF has the right to remove the offending member from the premises directly.

### 4. Respect and inclusion

We value what each of our members’ experiences provide and are committed to fostering an inclusive environment where all members feel safe, valued, and respected at all times.

Harassment, discrimination, or any form of bullying will not be tolerated. This includes but is not limited to the following: obscene gestures, physical contact, use of profanity, display or circulation of written materials or pictures derogatory to gender, race, color, religion, creed, sexual orientation, national origin, ancestry, age, disability, political beliefs, appearance, or ethnicity.

Members in violation of the code of conduct will face disciplinary action up to and including revocation of membership and membership dues.

### 5. Integrity and ethics

Members must act with integrity and uphold the highest ethical standards in all interactions.

This includes disclosing any potential conflicts of interest and acting in the best interests of the organization.

## 6. Technology and social media usage

Social media should be used responsibly and in accordance with Merced County Fair policies.

Confidential information must not be shared online or through social media platforms.

## 7. Health and Safety

Members must comply with all health and safety regulations and report any hazards or unsafe conditions. If a member's behavior poses an immediate safety concern, FOF reserves the right to remove the offending member from the premises directly.

A commitment to maintaining a safe and healthy environment is the responsibility of every member.

## 8. Conflict resolution and/or Disciplinary Action

In the event, that a conflict arises, and it cannot be resolved between individual members, the conflict may be brought before the Board during a scheduled monthly Board meeting to attempt to be resolved professionally and respectfully.

If the Board finds it necessary to take disciplinary action towards a member(s) who has repeatedly or intentionally failed to follow the Code, possible consequences include:

- Demotion (if a Board member)
- Verbal and/or written reprimand
- Suspension of membership (limited or permanent, dependent on offense) and no refund offered
- Termination of membership (limited or permanent, dependent on offense) and no refund offered

The Friends of the Merced County Fair may take legal action in cases of corruption, theft, embezzlement, or other unlawful behavior.

## 9. Reporting mechanisms

Members are encouraged to report any unethical behavior or violations of this Code.

The Friends of the Merced County Fair are committed to protecting the anonymity and safety of those who report misconduct.

By adhering to this Code, members contribute to the success and reputation of the Friends of the Merced County Fair. Failure to comply with this Code may result in disciplinary action, up to and including revocation of membership and forfeiture of membership dues.