

# **Women's Civic Club of Panama City Beach**

## **Code of Conduct and Disciplinary Procedure**

*April 27, 2025*

**Introduction:** The Women's Civic Club of Panama City Beach is committed to fostering an environment of respect, integrity, and unity. To maintain our mission of being "United for a Better Community," all members and officers are expected to conduct themselves in a manner that reflects positively on the club and its purpose. This Code of Conduct outlines the standards of behavior for all members and officers, while the Disciplinary Procedure provides a clear process for addressing conduct that is detrimental to the club's integrity and mission.

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### **Code of Conduct:**

#### **1. Respect and Support:**

- Treat all members, guests, donors, and community partners with respect, kindness, and consideration.
- Refrain from gossip, disparaging remarks, or communication that does not uplift or support fellow members.

#### **2. Integrity and Accountability:**

- Conduct oneself with honesty and integrity in all club-related activities.
- Follow the club's bylaws, rules, and guidelines with diligence and care.

#### **3. Positive Representation:**

- Represent the club in a positive and professional manner at all events, meetings, and when interacting with the public.
- Promote unity and teamwork in support of the club's mission.

#### **4. Officer Responsibilities:**

- Officers and Committee Members are expected to set a positive example for the membership.
- Display leadership, professionalism, and commitment to the club's values.

#### **5. Confidentiality:**

- Respect the privacy of club-related matters and refrain from sharing confidential or sensitive information without proper authorization.

#### **6. Conflict Resolution:**

- Address disagreements or concerns with civility and seek resolution through appropriate channels.
- Avoid public confrontations or discussions that could harm the club's reputation or relationships.

**Conclusion:** The Women's Civic Club of Panama City Beach is built on principles of unity, respect, and service. By adhering to this Code of Conduct, members and officers contribute to a positive, welcoming environment for all. The club's leadership is committed to enforcing these standards fairly and consistently to preserve the integrity of our mission and the well-being of our membership.