

### **Twelve Oaks Residents Association Violence, Weapons and Code of Ethics Policy**

#### **Policy**

Twelve Oaks Residents Association is committed to maintaining a safe and secure Neighborhood, and has zero tolerance for threats or incidents towards any neighbor. In addition, pursuant to the provisions herein, the possession of weapons is prohibited during Twelve Oaks Residents Association meetings unless specifically authorized by the President of the Twelve Oaks Residents Association. A concealed weapon permit does not authorize possession of a handgun during a Twelve Oaks Residents Association meeting or while conducting business on behalf of the Twelve Oaks Residents Association.

#### **Scope**

This policy applies to all Twelve Oaks Residents Association Board of Directors, Members of the Twelve Oaks Residents Association, or contractors performing work for Twelve Oaks Residents Association.

#### **Prohibited Conduct**

Threats of violence or actual violence are prohibited at any public meeting or gathering of Twelve Oaks Residents Association. Such as, the Twelve Oaks Residents Association Board of Directors Meetings or any gathering sponsored by the Twelve Oaks Residents Association. Prohibited conduct includes, but is not limited to:

- Causing or attempting to cause physical injury to another person by such actions as punching, striking, shoving, pushing, or other inappropriate physical contact;
- Stalking;
- Harassing, bullying or intimidating acts or statements in verbal, written or electronic communications;
- Sending threatening or intimidating messages, or messages that incite violence, including but not limited to, messages sent via e-mail, voicemail, the telephone system, Internet, and/or conveyed through graffiti or symbols;
- Encouraging or supporting violence or the threat of violence;
- Exhibiting aggressive or hostile behavior that creates a reasonable fear of injury to another person;
- Intentionally damaging Twelve Oaks Residents Association property or the property of an Twelve Oaks Residents Association Member or family member; and/or
- Any conduct that a reasonable person would perceive as constituting a threat of violence.

## **Firearms, Explosives and Other Weapons**

No Twelve Oaks Residents Association Board of Directors, Member of the Twelve Oaks Residents Association, or contractors performing work for Twelve Oaks Residents Association shall bring fire arms, explosives or other weapons to any public meeting or gathering of Twelve Oaks Residents Association. Such as, the Twelve Oaks Residents Association Board of Directors Meetings or any gathering sponsored by the Twelve Oaks Residents Association.

- Possession refers to handling a weapon in any manner while conducting business or attending any public gathering sponsored by the Twelve Oaks Residents Association, unless specifically authorized by the Twelve Oaks Resident Association President or by applicable state or local law (e.g. law enforcement officers).
- Weapons are prohibited while conducting business or attending any public gathering sponsored by the Twelve Oaks Residents Association, unless specifically authorized by the Twelve Oaks Resident Association President or by applicable state or local law (e.g. law enforcement officers).
- For purposes of this policy, the term weapon shall include, but not be limited to, a firearm, explosive device, or other implement that may be used in a threatening manner or to inflict bodily harm on a person.
  - Firearms are defined as weapons capable of firing a projectile (e.g., gun, pistol, or rifle) or using an explosive charge as a propellant.
  - Explosive devices are defined as devices, substances or chemicals capable of causing destruction by the act or instance of exploding.
  - The simple act of carrying a “MACE” type defensive chemical spray will NOT be considered a violation of this policy.
- Possession of firearm components, (e.g. barrel, stock, trigger assembly, etc.), accessories (e.g., clips, magazines, etc.), and/or ammunition are also prohibited while conducting business or attending any public gathering sponsored by the Twelve Oaks Residents Association, unless specifically authorized by the Twelve Oaks Residents Association President or by applicable state or local law (e.g. law enforcement officers).
- Concealed weapon permits do NOT grant the holder of the permit authorization to possess a weapon while conducting business or attending any public gathering sponsored by the Twelve Oaks Residents Association, unless specifically authorized by the Twelve Oaks Residents Association President or by applicable state or local law (e.g. law enforcement officers).

## **Twelve Oaks Residents Association Board of Directors Procedures for Reporting**

All Twelve Oaks Residents Association Board of Directors are responsible to assist in preventing violence within the Twelve Oaks Residents Association. Any Twelve Oaks Residents Association Board of Director who is subjected to, witnesses, or has knowledge of violent behavior and/or potentially dangerous situations must report it immediately. Report any type of issue(s) to Twelve Oaks Residents Association President or another Twelve Oaks Residents Association Board of Director. All reported incidents will be investigated promptly. If a Twelve Oaks Residents Association Board Member is the subject of the complaint the Board Member may be removed from the Twelve Oaks Residents Association Board of Directors.

*Note: If a dangerous situation occurs that requires immediate action, leave the area and call 911.*

## **Penalties for Noncompliance**

Twelve Oaks Residents Association Board of Directors who engage in conduct in violation of this policy will be subject to immediate removal from Twelve Oaks Residents Association Board of Directors

Appendix A:

### **Twelve Oaks Home Owners Association Code of Ethics**

As a Twelve Oaks Residents Association Board Member, you need to be aware that more is expected of those in leadership roles. Review the following statements. Signing this Code of Ethics form solidifies your commitment to the Twelve Oaks Residents Association Board of Directors.

As a member of this the Twelve Oaks Residents Association Board of Directors, I will:

- Focus on governance for and not management of the Association.
- Be committed to fulfilling the mission and vision of the Twelve Oaks Residents Association.
- Keep all confidential Board information, confidential.
- Focus my efforts on the Twelve Oaks Residents Association and not my personal goals.
- When needed, serve on a committee and/or task force in a leadership capacity.
- Refrain from using my service on this Board for my own personal advantage or for the advantage of my friends or associates.
- Respect and support the majority decisions of the Board.
- Immediately disclose to the Board any perceived or real conflict of interest as soon as I have knowledge of the potential conflict.
- Approach all Board issues with an open mind, be prepared to make the best decisions for everyone involved.
- Do nothing to violate the trust of those who elected or appointed me to the Twelve Oaks Residents Association Board of Directors or of those we serve.
- Never exercise authority as a Board member except when acting in a Board meeting or as I am delegated by the Board or by the Twelve Oaks Residents Association President.
- Continue to maintain the Twelve Oaks Residents Association Board member candidate qualifications.
- Consider myself a Trustee of this organization and do my best to ensure that it is well maintained, financially secure, growing and always operating within the best interests of those we serve; the members of Twelve Oaks Residents Association.
- No Board member shall solicit or accept, directly or indirectly, any gifts, gratuity, favor, entertainment, loan, or any other thing of monetary value from a person who is seeking to obtain contractual or other business or financial relations with Association.

- To serve as a Twelve Oaks Residents Association Board of Director, I will maintain good standings with the association.
- I will maintain my home/property to the Twelve Oaks Residents Association standards.
- Twelve Oaks Residents Association Board of Director shall not have a record of any type of misdemeanor or felony.
- As a Twelve Oaks Residents Association Board Member I understand that firearms or weapons of any kind are prohibited from being brought to Board meetings or public gatherings sponsored by the Twelve Oaks Residents Association.

Failure to abide by the Twelve Oaks Home Owners Association Code of Ethics is grounds for removal from the Twelve Oaks Home Owners Association Board of Directors.

**Key Contact:** Twelve Oaks Residents Association President

**Reference:**

**Administrative Responsibility:** Twelve Oaks Residents Association Board of Directors

**Date:** August 20, 2018

**Revision Date:**

**Reviewed by:**