

## **Common Friends Club**

### **Code of Conduct for Directors**

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1. **Guiding Principles**-All Directors are expected to be **FAT** (**Faithfull** to the club at all times , **Available** for club activities and **Teachable** i.e willing to listen, learn and adopt other members ideas).
2. **Attendance to Club Meetings**- A director will attend all monthly meetings during the year. If a director is unable to attend three consecutive monthly meetings he/she will offer to resign at the next meeting that he attends.
3. **Payment of monthly subscriptions**-A director will promptly pay the monthly and other subscriptions determined by the Club. If a director finds that he is unlikely to sustain his monthly subscriptions, he shall as soon as possible relinquish his/her directorship.
4. **Performance of Duties**-A directors will attend to their defined duties and responsibilities promptly and will dedicate at least one hour every week to attend to the Club affairs and records.
5. **Dealings with other members**-A director will be trustworthy, respectful, respectful and fair to all Members of the Club.
6. **Reports and Information to Members**-Every director will ensure that members receive all reports and information that will enable them to participate fully in the Club affairs. Directors should disclose to the member full information at the earliest possible opportunity since every member is entitled as a right to any information that may affect his investment in the Club.
7. **Conflict of Interest**- Every director must put the Club's interest above his personal interest and should not allow the Club to enter into any transaction in which his interest conflicts with that of the Club.
8. **Violation of the code**-If at least one-third of the members feel that an Executive Director is violating this Code, and would like to discuss the conduct of the affected director, the affected director should immediately offer to resign before the discussion is held. If the offer is accepted, no further action is necessary. Otherwise, a meeting discusses his conduct and makes a decision which if accepted by the majority of the members of the Club becomes effective.

Signed:\_\_\_\_\_Name\_\_\_\_\_Date\_\_\_\_\_  
                    [Director]