



International Windsprite Club Ethics Committee Charter

Mission and Objectives	● Develop a code of conduct for club members to foster a climate of mutual respect and trust. ● Establish ethical guidelines for individual club members in their dealings with other club members. ● Establish reporting and accountability measures to resolve disputes between members.
Membership Structure	● 5-7 committee members appointed annually by the Board of Directors ● One chair appointed by the Board of Directors ● One board representative ● 3-5 club members, one who may have a background in ethics
Responsibilities	● Develop a Members Code of Conduct – Establish ethical guidelines for individual club members ● Clarify/refine Reporting and Accountability Measures as described in the Bylaws.
Chair Responsibilities	● Call and schedule meetings ● Ensure that detailed minutes are taken and then distributed to each committee member and to the Board of Directors ● Steer the committee to fulfill its responsibilities ● Present committee report at the annual member meeting or designate a committee member to present this report ● Steer the committee-at-large to prepare quarterly and annual reports ● Communicate with the Board of Directors as needed
Board Representative Responsibilities	● Present quarterly and annual reports at the Board of Directors meetings ● Communicate any need for resources or action by the Board of Directors
Meeting Structure	● Quarterly virtual meetings
Board Reports	● Submit quarterly reports to the Board of Directors ● Submit an overarching annual report by the end of July of each year, include in this report any suggested changes to this committee charge
Budget and Resources	● This committee has no budget. The club will reimburse board-approved expenditures.