

CODE OF CONDUCT

for the

AMERICAN ASSOCIATION OF WOODTURNERS

The American Association of Woodturners (AAW) is committed to creating a safe and respectful environment for its members and staff. Membership is a privilege, and the Code of Conduct provides clear expectations for behavior and standards of conduct for all members of the organization. This Code will ensure the AAW operates in line with its mission and values.

1. Guiding Principles:

- **Integrity and Honesty:** Act with honesty, fairness and integrity in all interactions related to the AAW.
- **Respect:** Treat all individuals with respect, courtesy, and dignity, regardless of their background, position, or personal beliefs.
- **Confidentiality:** Maintain the confidentiality of sensitive information shared within the membership of the AAW.
- **Accountability:** Be accountable for your actions and decisions and take responsibility for your impact on the AAW and its stakeholders.
- **Responsibility:** Adhere to all AAW policies, procedures, and guidelines.
- **Public Perception:** Represent the AAW positively and conduct themselves in a way that inspires confidence and trust in its activities.

2. Expected Behaviors:

- **Professionalism:** Conduct yourself in a professional manner at all times, including during meetings, events, and interactions with others.
- **Positive Communication:** Communicate respectfully and constructively, even when disagreements arise.
- **Collaboration:** Work collaboratively with others to achieve the AAW's mission.
- **Resource Stewardship:** Use AAW resources responsibly and ethically.
- **Compliance:** Comply with all applicable laws, regulations, and AAW policies.

3. Prohibited Behaviors:

- **Discrimination and Harassment:** Any form of discrimination, harassment, or bullying based on race, ethnicity, gender, religion, sexual orientation, disability, or any other protected characteristic.
- **Violence and Threats:** Any form of violence, threats, or intimidation.
- **Misuse of Resources:** Misuse of, or theft of AAW resources.
- **Breach of Confidentiality:** Disclose AAW confidential information without proper authorization.
- **Conflicts of Interest:** Failure to disclose conflicts of interest or engage in activities that create a conflict of interest.

4. Representation:

- Represent the organization positively and support its mission in all public and internal communications.
- Do not engage in political activity when representing the AAW, as 501(c)(3) organizations are prohibited from intervening in political campaigns for or against any candidate.
- Members are expected to engage thoughtfully and responsibly in all online interactions where their AAW affiliation is apparent.

5. Reporting Violations:

- Violation(s) of the Code of Conduct should be reported to the AAW Executive Director or the President of the Board of Directors. The complaint will be referred to the Ethics Committee to investigate the alleged violation(s) and submit a written report to the Board of Directors, which may include a recommended resolution.

6. Resolution:

- The Ethics Committee's report will be reviewed by the Board, who will decide on the final outcome of the issue. In all matters the Board is the final arbiter, with no right of appeal by the member.
- The Board will warn the member that upon continued violation of any provision of the AAW's Code of Conduct the Board will take further action.
- If the violation(s) continues after this warning, the Board may vote to terminate their membership, and remove their name from the membership roles.

7. Acknowledgment:

- The Code of Conduct is posted on the AAW website, and AAW members, by continuing their membership in the AAW, acknowledge they have read and understand the AAW Code of Conduct and agree to abide by its principles and guidelines.

8. Amendments:

- The Code of Conduct will be reviewed periodically by the Board, and may be amended by majority vote of the Board of Directors. Updates will be posted on the AAW website.

Adopted by the Board of Directors on November 14, 2025.