

Appendix 1007A: Code of Ethics

I support Theler Center's core values

Sam Theler's will – Theler Center is committed to fulfilling the legacy of Sam B. Theler as expressed in his Last Will and Testament.

Children – Theler Center is committed to reflecting the high regard Sam and Mary Theler had for the children of North Mason.

Recreation – Theler Center is committed to providing recreational opportunities for the children and residents of the North Mason community, especially ball fields for the children, as specified by Sam Theler in his Will.

Historical legacy – We believe Theler Center is squarely rooted in North Mason, its people and its historical legacy. The forests, wetlands, and farms of the area remind us that others have lived on this land before, and that others, to whom we have responsibility, will live here after us.

Community involvement – Theler Center is committed to promoting community involvement by creating a wide variety of opportunities for volunteering.

Proactive – Theler Center is committed to being proactive in providing programs and services that meet a broad range of needs and interests for people in every stage of life.

Collaboration – Theler Center is committed to striving to achieve synergies with the North Mason community by collaborating with the school district, community associations, public officials, businesses and other local organizations.

Stewardship – Theler Center is committed to making the trails and gardens of Theler Center places where people can meet to enjoy and care for the land – a place where community and stewardship can go hand in hand.

Education – Theler Center is committed to collaborating with NMSD to support and enhance their K-12 education curriculum and to providing a unique opportunity for continuing education, especially "hands-on" education, to the children and residents of North Mason encompassing a variety of aptitudes and learning skills.

Innovation and excellence – Theler Center is committed to innovation and excellence in leadership and learning. Toward that end, four key themes run through all our programs:

- The convergence of natural and cultural history.
- Human history as integral to natural history
- Respect among individuals and the broader community
- Exploration, reflection and stewardship in the out-of-doors

Service – Theler Center is committed to offering the highest quality of experiences and excellent service.

Relationships – Theler Center seeks to build and maintain partnerships with other community organizations, government and the North Mason community and promotes responsible civic involvement.

Volunteering. Theler Center promotes volunteerism by creating opportunities for volunteer involvement.

I support Theler Center's Mission:

As stewards of Sam Theler's Will, our mission is to provide a place that fulfills people's need for "community" and connection with this earth. We recognize that people, with their unique gifts and talents, are the real center of any community; we will honor our citizenry, particularly the children, by providing a gathering place and activities that embrace our history, diversity, and varied and common interests. We will protect, maintain, and showcase the wetland trails so that people will always have a place to enjoy our unique natural environment. In the spirit of our benefactor, it is our hope that the Theler Center & Wetlands will always be a reflection of our citizens and a source of community expression and pride.

I support Theler Center's Vision:

We envision the Theler Center as a true "center of our community," a place where people of all ages, cultures, and interests can participate and partake of this gift bestowed on them by Sam Theler.

"where community and nature walk hand-in-hand"

Policy 1007—Accountability

I will ensure that Theler Center has a clearly stated mission and purpose, approved by the Board of directors, in pursuit of the public good. All of its programs support that mission and all who work for or on behalf of Theler Center understand and are loyal to that mission and purpose. The mission is responsive to the constituency and communities served by Theler Center and of value to the North Mason community at large.

I will to the best of my ability be diligent to exercise the "Four Duties:" Care, loyalty, obedience and due diligence.

I will strive to ensure that:

- The Theler Board has the requisite skills and experience to carry out its duties and that all directors understand and fulfill their governance duties acting for the benefit of Theler Center and its public purpose;
- The Theler Board has a conflict of interest policy that ensures that any conflicts of interest, appearance of conflicts of interest and conflicts of agenda are avoided or appropriately managed through disclosure, recusal or other means;
- The Theler Board is responsible for the hiring, firing, and regular review of the performance of the Operations Director, and ensures that his/her compensation is reasonable and appropriate;
- The President of the Board, as Chief Executive Officer and the Operations Director and appropriate staff provide the Board with timely and comprehensive information so that the governing body can effectively carry out its duties;
- Theler Center conducts all transactions and dealings with integrity and honesty;
- Theler Center promotes good working relationships with Board directors, staff, volunteers, and the community that are based on mutual respect, fairness and openness;
- Theler Center is fair and inclusive in its hiring and promotion policies and practices for all Board, staff and volunteer positions;
- Policies of Theler Center are in writing, clearly articulated and officially adopted;
- The resources of Theler Center are responsibly and prudently managed;
- Theler Center has the capacity to carry out its programs effectively.
- Theler Center is truthful in all solicitation and fundraising materials.

- Theler Center respects the privacy concerns of individual donors and expends funds consistent with donor intent.

I will promote ethical fundraising by ensuring that:

- Theler Center discloses important and relevant information to potential donors;
- Theler Center's most recent financial reports are public;
- gifts are used for the purposes for which they were given;
- receipt of gifts is appropriately acknowledged and recognized;
- information about donations is handled with respect and with confidentiality to the extent provided by the law;
- all relationships with individuals representing organizations of interest to the donor will be professional in nature;
- those seeking donations for Theler Center are clearly identified as volunteers or employees of Theler Center or hired solicitors;
- Theler Center respects donors' privacy by not sharing its mailing list with any other organization.

I and my immediate family will not use my position with Theler Center to solicit any cash, gifts or free services from any Theler Center customer, client, vendor or contractor for our or our immediate family's personal benefit.

I understand accepting or extending a gift, favor, service, or privilege, including travel and entertainment, from an existing or potential customer, vendor or contractor that is more than a nominal value or exceeds the level of standard business courtesies creates a conflict of interest.

I understand accepting cash or gift certificates for personal use or the use of my family is prohibited.

I understand accepting or offering meals, beverages, or tickets to events, golf outings and other social events is acceptable as long as the cost is reasonable and attendance serves a customary business purpose such as networking.

I understand the acceptance or offering of invitations is not to be used as a business prerequisite.

Signed _____

Date _____