

VALLEY CENTER PARKS AND RECREATION DISTRICT

DUTIES OF BOARD MEMBERS

POLICY NO. B-001

Expectations of Board Members or Code of Ethics is an expression of those personal ideals which should guide an individual Board Member's daily activities.

In all my actions a member of the Valley Center Parks and Recreation District, my first commitment is to provide appropriate recreational facilities and activities consistent with available means and finances.

I also have other major commitments to:

1. THE COMMUNITY. I am responsible to all citizens of the District and not solely to those who elected me; nor to any organization of which I may be a member.
2. INDIVIDUALS. I have direct concern for every individual in the community. As an integral part of my duties, I represent the authority and responsibility of government. This represents the delegated authority of the majority and must be exercised with as much care and concern for the least influential to the most influential member of the community.
3. EMPLOYEES. This District is an employer in the community. My actions as an independent Board Member should not affect adversely the capability of employees to practice their trade or profession. No Board Member by virtue of his office, shall exercise any administrative responsibility with respect to the District.
4. LAWS, POLICIES. I must be aware of, and comply with, the Constitutions of State and Nation, the Government Code of the State of California, and County of San Diego, and other laws pertaining to Special Districts, and the established policies thereof.
5. DECISION MAKING. It is my obligation, under the law, to participate in the discussions and deliberations pertaining to recreation at the board meetings. I shall take part in the decision – making of the Board by voting on all action items except those on which for good reason I should abstain. I will base my decisions on what will best serve the interest of the entire District.
6. DUTIES. I as a member of the Board shall attend all regular and special meetings of the Board. I shall Keep myself informed about District matters through review and study of Board agendas, reports, staff studies, emails and other documents and materials made available to me through the District office. As a Board Member should I miss three (3) consecutive regular and/or special meetings of the Board without verbal or written excuse, it shall constitute cause for my resignation.

Understanding and accepting the aforementioned premises, I shall:

- A. Consider my position as a Board Member as a public trust and not use it for private advantage or personal gain.
- B. Be constantly aware that I have no legal authority except when I am acting as member of the Board. I shall present my concerns and concepts through the process of board debate and, if in the minority on any decision, I shall abide by and support the majority decision. When I am in the majority, I shall respect divergent opinions.
- C. Encourage ideas and opinions from the citizens of the District and endeavor to incorporate their views in the deliberations and decisions of the Board.
- D. Devote sufficient time, thought, and study to proposed actions to be able to base my decisions upon all available facts and vote my honest convictions unswayed by partisan bias of any kind.
- E. Remember that the basic functions of the Board are to establish the policies by which the District is to be administered, to select a General Manager, and to encourage citizens to support those policies.
- F. Promote and participate actively in a concerted program of timely exchange of information with all citizens.
- G. Recognize that the deliberations of the Board in closed session are not mine to release or discuss. They may be released or discussed in public only with the approval of the Board.

California Assembly Bill 1234 Ethics training is required of Board members every 2 years

CSDA.net provides its members with training free of charge