

CODE OF CONDUCT
CHATTANOOGA TRACK CLUB (CTC)

Section 1. Definitions.

- (1) “Board of Governors” means the governing board of the Chattanooga Track Club
 - a. Board Of Governor includes officers, board members and all elected volunteer positions to the Chattanooga Track Club
- (2) “Staff” means any person who is compensated full or part time by the Chattanooga Track Club
- (3) For the purpose of the disclosure of personal interests in accordance with this Code of Conduct, “personal interest” means a financial interest of staff or board of governor, or a financial interest of the staff’s or board of governors spouse or child living in the same household, in the matter to be voted upon, regulated, supervised, or otherwise acted upon in an official capacity.

Section 2. Disclosure of personal interest in voting matters. A board of governor or staff member with the responsibility to vote on a measure shall disclose during the meeting at which the vote takes place, before the vote and to be included in the minutes, any personal interest that affects or that would lead a reasonable person to infer that it affects the official’s or employee’s vote on the measure.

Section 3. Disclosure of personal interest in non-voting matters. A board of governor or staff member who must exercise discretion relative to any matter other than casting a vote and who has a personal interest in the matter that affects or that would lead a reasonable person to infer that it affects the exercise of the discretion shall disclose, before the exercise of the discretion when possible, the interest on the attached disclosure form and file the disclosure form with the Board of Governors.

Section 4. Acceptance of gifts and other things of value. A board of governor, or a staff member’s spouse or child living in the same household, may not accept, directly or indirectly, any gift, money, gratuity, or other consideration or favor of any kind from anyone other than the Board of Governors.

- (1) For the performance of an act, or refraining from performance of an act, that he or she would be expected to perform, or refrain from performing, in the regular course of his duties; or
- (2) That a reasonable person would understand was intended to influence the vote, official action or judgment of the board member or staff member in executing CTC business.

Section 5. Ethics Complaints. Questions and complaints regarding violations of this Code of Conduct or of any violation of state law governing ethical conduct should be directed to the President of the CTC. If a question or complaint involves the President the question or complaint should be directed to the President Elect. Complaints shall be in writing and signed by the person lodging the complaint and shall set forth in reasonable detail the facts upon which the complaint is based.

Section 6. Applicable State Laws. In addition to the ethical principles set out in this Code of Conduct, state, local and federal laws also provide a framework for the ethical behavior of the board of governors and staff.

Section 7. Conduct of Character. All Board of Governors and Staff members should conduct themselves in a manner that does not publicly hurt the image of the CTC. Issues among Board of Governors and/or race directors should be resolved within the organization and shall not be made public

Section 8. Disclosure of Private Information. All information that is deemed confidential by any board member or staff member shall be kept private. The information shall not be made public. Any information given to a board of governor or staff member from any government, private or public agency that they have deemed confidential shall not be released to the Board of Governors or made public.