



NBASR Board Code of Ethics

This code of ethics is a set of principles or values that guide the actions of the North Bay Antoine Ski Racers Inc. (NBASR) board members, employees, and volunteers (representatives). The purpose of this code of ethics is to provide a guideline for ethical behavior and decision making in carrying out duties that represent the organization.

Duty of Care and Loyalty

NBASR representatives shall exercise reasonable care when he or she makes a decision as a steward of the organization to the extent that an “ordinarily prudent person would exercise in a like position and under similar circumstances.” Representatives will be loyal to the NBASR when making decisions affecting the organization and shall not use information obtained as a member for personal gain but must act in the best interests of the organization.

Support of Mission

NBASR representatives shall be faithful to the organization’s vision, mission statement, and core values and shall not act in a way that is inconsistent with these central goals of the organization. NBASR will maintain a level of trust from its membership by managing donated funds to advance the organization’s mission. NBASR representatives shall obey the law and the organization’s Constitution and internal policies and procedures.

Vision

To be recognized as the development pathway for young athletes in alpine ski racing and as the leading competitive ski club in Northern Ontario.

Mission Statement

To provide a high-quality, sustainable, and affordable ski racing program and promote the sport of alpine skiing in our community.

Core Values

- Develop a lifelong passion for skiing.
- Development of athletes, coaches, and officials.
- Competition balanced with sportsmanship and fair play.
- Develop teamwork, leadership, and self-esteem.
- Promote a healthy lifestyle.
- Create a fun, safe, social environment for family and friends.

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Personal and Professional Integrity

All staff, board members and volunteers of the organization shall act with honesty, integrity and transparency in all their dealings with each other and as representatives of the organization. NBASR promotes an environment that values respect, fairness, integrity, and collaboration.

Governance and Accountability

NBASR will elect a board of directors, according to procedure set out in the Constitution, who is responsible for setting the mission and strategic direction of the organization and oversight of the finances, operations, and policies of the organization. Elected board members are responsible for:

- Be informed about NBASR's Constitution, Business Plan, Policies, and programs.
- Be informed about the Vision, Mission, and Goals of our governing body AOA Alpine Ontario Alpin.
- Attending all board and committee meetings and as many functions, such as races and fundraising, as possible.
- Prepare for board and committee meetings by reviewing the meeting agenda and supporting materials.
- Serve on sub-committees and offer to take on special assignments when your capacity allows.
- Inform others about the organization. Advocate for the organization.
- Suggest possible nominees to the board who can make significant contributions to the work of the board and the organization.
- Follow conflict-of-interest and confidentiality policies.
- Assist the board in carrying out its fiduciary responsibilities, such as reviewing the organization's financial statements.
- Exercise reasonable care, good faith, loyalty and due diligence in organizational affairs.
- Conduct all transactions and dealings with integrity and honesty.
- Promote working relationships with board members, staff, volunteers, and program beneficiaries that are based on mutual respect, fairness and openness.
- Promote fair and inclusive hiring and promotion policies and practices for all board, staff and volunteer positions.

Legal Compliance

NBASR will comply with all applicable laws, regulations, and international conventions.



Financial Stewardship

NBASR will manage its funds responsibly and prudently. This includes the following considerations:

- Spend a reasonable percentage of the annual budget on programs in pursuit of the mission.
- Spends an adequate amount on administrative expenses to ensure effective accounting systems, internal controls, competent staff, and other expenditures critical to professional management.
- Compensate staff reasonably and appropriately.
- Ensure that all spending practices and policies are fair, reasonable and appropriate to fulfill the mission of the organization; and,
- Ensures that financial reports are complete and accurate in all material respects.

Transparency and Disclosure

NBASR will provide comprehensive and timely information to its members and stakeholders and be responsive in a timely manner to reasonable requests for information. All information about the organization will fully and honestly reflect the policies and practices of the organization. Basic informational data about the organization, such as the constitution, policies, minutes of the AGM, and yearly financial statements will be posted on our website or otherwise made available to the membership. All financial, organizational, and program reports will be complete and accurate in all material respects.

Program Evaluation

NBASR will regularly review program effectiveness and develop mechanisms to incorporate lessons learned into future programs. We are committed to improving program and organizational effectiveness and strive to improve activities in the field through past learnings and membership feedback. NBASR representatives shall respond positively and timely to any constructive feedback from NBASR members.

Fundraising

NBASR attempts to raise 50% of the operating budget through fundraising. In respect of the donors, NBASR will:

- Inform donors of the mission, the way the resources will be used and its capacity to use donations effectively for their intended purposes.
- Inform donors of the identity of the board members and expect the board to exercise prudent judgment in its stewardship responsibilities.
- Provide access to the organization's most recent financial reports.
- Assure that their gifts will be used for the purposes for which they were given.
- Provide appropriate acknowledgement and recognition.

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North Bay Antoine Ski Racers
Policies and Procedures

No: NBASR-P-009
NBASR Code of Ethics

- Handle information about their donations with respect and confidentiality to the extent provided by the law.
- Respond to questions with prompt, truthful and forthright answers.