**9. Meetings: Code of Civility**

a. Collectively and individually, t he members of the Board of Officers**, the Parliamentarian, Ad-hoc committee chairs, and all members of Standing and Ad hoc committees** o f the Venice Neighborhood Council agree to abide by the following Code of Civility to ensure that our Venice Neighborhood Council’s business is conducted in a respectful and courteous manner, and in a wa y that will generate respect and credibility for our Venice

Neighborhood Council.

b. The freedom to express one’s views about public matters is a cornerstone of the democratic process. The Venice Neighborhood Council welcomes the diverse views and opinions o f our board member s and stakeholders as the y relate to the issues before us. In order for these discussions to be meaningful and effective, we must treat others with respect and dignit y.

c. We co llect ively and individually agree to abide by the fo llowing Code of Civilit y to the best of our abilit ies.

1. I will conduct myself in a pro fessio nal and civil manner at all t imes as a representative o f the Venice Neighborhood Council.

2. I will treat each member o f the board and members o f the public wit h respect at all times, regardless of an ind ividual’s opinio n, ethnic it y, race, sexualit y, age, disabilit y, or religio n.

3. Even in the face o f disagreement or differences of opinio n, I will demo nstrate esteem and deference for my co lleagues and the public.

4. Under no circumstances dur ing Neighborhood Council meet ings, funct ions, or events will I engage in or threaten to engage in any verbal or physical attack on any other individual.

5. I will co mmit to communicate my ideas and po ints of view clear ly, and allow others to do the same wit hout interruption.

6. I will not use language that is abusive, threatening, obscene, or slanderous, including using pro fanit ies, insu lt s, or ot her disparaging remarks or gestures.

7. Derogatory language about an individual’s ethnicit y, race, sexualit y, age, disabilit y, or religio n is not acceptable.

8. I will take responsibilit y fo r my own act ions, and will work to fulfill my ro le and responsibilit ies as specified in the bylaws.

9. I will co mmit to lear n the applicable laws that govern Neighborhood Councils, including bylaws, standing rules, the Brown Act, ethics rules, cit y ordinances, and the Cit y Charter, and will not knowingly vio late any of the above.

10. I will abide by the Neighborhood Council’s meeting procedures or rules in order to create a safe and effect ive enviro nment fo r conducting business.

11. I will pro mote and enforce a safe meet ing environment at all t imes. At mo ments when members o f the public beco me disrupt ive and vio late the rules of civilit y that we have pledged to fo llow, I will jo in my fello w board member s in demanding that the perso ns conduct themselves in a respect ful and orderly manner even if I agree with the point of view that is being expressed.

12. I will seek to present infor mat ion truthfully, and will not knowingly misrepresent, mischaract erize, or misquote infor mat ion received fro m others.

13. I pledge to truly listen to and hear other points of view.

14. I will pract ice the art of being able to disagree without being disagreeable.

15. If I find myself represent ing my personal interests before my co mmunit y’s interests, I will publicly d isclose the differences and recuse myself fro m vot ing on such matters.

16. I will co mmit to goo d fait h efforts to resolve any gr ievances that come before the board as specified in the bylaws.

17. I owe it to my fellow board members, the public, and the decisio n- makers who we are trying to influence to make the best possible effort to understand the issues before me. I will “do my ho mework”.