

# **The Penacook Historical Society**

## **Code of Ethics**

### **I. Introduction**

The board, staff, and volunteers of The Penacook Historical Society (TPHS) embrace diversity, fairness, inclusiveness, innovation, and integrity, and work to advance the Society's mission.

As a nonprofit organization dedicated to the public good, TPHS is accountable to the public, transparent in its operations, responsible in its stewardship of resources, and committed to excellence.

This Code of Ethics applies to TPHS board of directors, staff, and volunteers. The board of directors is elected by the TPHS membership. Staff members include those who are employed by the Society on a full-time, part-time, permanent, temporary, or contract basis. Volunteers include members of Standing Committees of the Board and any ad hoc committee, task force, or working group established by TPHS.

TPHS is actively committed to informing board, staff, and volunteers about the code of ethics and its application; evaluating the code regularly, and creating policies and procedures that reflect its values.

### **II. Mission**

The mission of TPHS, established in its bylaws, is to foster appreciation for the history of the village and vicinity of Penacook, New Hampshire.

### **III. Legal Compliance**

TPHS board, staff and volunteers comply with all applicable laws, regulations, and international conventions.

### **IV. Personal and Professional Conduct**

In their dealings as representatives of TPHS, the Society's staff, board, and volunteers act professionally with honesty, integrity, and openness. They treat each other, TPHS members, and the public fairly and with respect. Staff, board members, and volunteers are responsible for being aware of and complying with TPHS policies that address their conduct.

### **V. Conflict of Interest**

TPHS staff, board members, and volunteers act in the best interest of the Society rather than in furtherance of personal interests or the interests of third parties, such as friends and family. Decisions about the Society and the use or disposition of its assets are made solely in terms of the benefits to TPHS and are neither influenced nor appear to be influenced, by any private profit, personal gain, or outside benefit for staff, board members, and volunteers; their friends and family members or any organization or company with which they are affiliated.