



San Antonio RoadRunners

PO Box 12474

San Antonio, TX 78212

SARR Policy 26-01
(Supersedes SARR Policy 20-02)

July 9, 2026

Code of Ethics and Confidentiality Policy

Purpose

The purpose of this policy is to establish ethical standards and confidentiality expectations for members of the San Antonio RoadRunners (SARR) Board of Directors and Board-appointed Special Officers.

Code of Ethics

Members of the SARR Board, Special Officers shall:

- Conduct themselves honestly, ethically, and with integrity in all Board-related and club activities.
- Avoid actual or perceived conflicts of interest between personal interests and the interests of SARR. All Board members shall acknowledge and comply with the **SARR Conflict of Interest Policy and Disclosure (SARR Policy 25-01)**.
- Comply with all applicable federal, state, and local laws, as well as all SARR governing documents, policies, rules, and regulations.
- Model ethical and professional behavior in all interactions with fellow Board members, club members, volunteers, sponsors, vendors, and the public.
- Treat members, sponsors, volunteers, vendors, and other stakeholders fairly and respectfully. Expectations should be communicated clearly and consistently.
- Address disagreements and conflicts in a proactive, respectful, and professional manner and comply with the **SARR Whistleblower Policy (SARR Policy 19-02)**.
- Provide information that is accurate, objective, relevant, timely, and understandable, while promoting ethical conduct and responsible stewardship throughout the organization.
- Protect SARR assets and ensure they are used appropriately and solely for authorized club purposes.

- Refrain from any improper, fraudulent, or misleading influence over SARR's independent auditor or financial review process.
- At the end of a Board member's or Special Officer's term, he or she shall return all documents, keys, email address access, passwords, supplies etc. to their successor, or the Board. It is important to the club for Officers to conduct a timely turnover with successors to each position.

Confidentiality

Board members and Special Officers are entrusted with confidential information and are expected to protect that information in the best interests of SARR.

- Matters discussed during Executive Session of the Board shall remain confidential and shall not be disclosed unless authorized by the Board or required by law.
- Information discussed during an open Board meeting that is designated by the Board as confidential, proprietary, sensitive, or for internal use only shall not be disclosed except as authorized by the Board or its designated spokesperson (typically the President)..
- Documents marked "**Confidential**" or "**For Internal Use Only**" shall not be distributed or shared with unauthorized individuals.
- Nothing in this policy prohibits disclosure when required by applicable law.

Board Decisions

Board members and Special Officers may not agree with every decision made by the Board. Members are entitled to express their personal opinions **respectfully**. However, once the Board has reached a final decision, all Board members are expected to acknowledge that the decision represents the official position of the Board and to support the Board's governance responsibilities in a professional manner.

Violations

Any alleged violation of this Code of Ethics or the Confidentiality provisions of this policy shall be reviewed and addressed by the SARR Board of Directors in accordance with applicable SARR policies and procedures.



KEITH CLICK

President

San Antonio RoadRunners

References:

Road Runners Club of America (RRCA) Policy: Code of Ethics, approved: May 2024

SARR Policy 25-01, Conflict of Interest Policy and Disclosure Form

SARR Policy 19-02, SARR Whistleblower Policy

SARR Code of Ethics and Confidentiality

I and understand SARR's Code of Ethics and Confidentiality Policy and agree to comply with its terms.

Printed Name: _____

Signature: _____

Date: _____

Return signed form to SARR Secretary for archiving.