

Albany Art Group INC.

Members Code of Conduct

It is a condition of membership of the Albany Art Group, that a Member must agree to adhere to this Code of Conduct, along with the AAG Social Media Rules, at all times.

Members:

1. All members of the AAG must show respect and courtesy to each other, regardless of viewpoint, race, creed, gender, or any other diversity.
2. Members must ensure that all communications, written or verbal, with other members of the group, are delivered in an acceptable manner to all those involved.
3. Abuse, either verbally - including electronically – physically, or mentally, will not be tolerated by the AAG and may lead to disciplinary action.
4. Members agree to assist our volunteer Committee with running the Association as requested, and collaborate with members and colleagues to promote the arts locally.
5. Members agree to complete any task which they have undertaken reliably, cheerfully, and within an agreed time frame.
6. Members will act as ambassadors for Albany Art Group at all times, with honesty and in good faith, and in the best interests of the whole group.

Committee:

Following their appointment, all Committee Members shall adhere to the above rules, and also to the following additions to the Code of Conduct, at all times:

1. Ensure that the Committee manages the affairs of the group fairly and appropriately, and complies with the ACT, Constitution and By-laws.
2. Fully understand and fulfill their roles and responsibilities as Committee members.
3. Provide accurate, timely, appropriate and clear information to general members, with the necessary feedback and follow-up.
4. Confidentiality – any confidential affairs, correspondence, etc, will be kept private, as agreed by Committee.
5. Be prepared – read emails, the Agenda, Minutes of meetings, and other documentation.
6. Ensure that correct records of Minutes, Correspondence, Financial Records, etc, are kept, and prevent the group becoming insolvent by incurring debt.
7. At all times, work as a team to promote harmony, growth and positive development within the Albany Art Group.

AAG Social Media Rules:

Treat everyone with respect online. Healthy debates are natural, but kindness is required. To this end, Admins will remove any comments that we deem offensive, hurtful, excessive or abusive.

- 1) The Admins will block any person they deem potentially detrimental to the overall harmony and curating of the Facebook pages.
- 2) Excessive self-promotion of any kind, whether in commenting or posting, won't be tolerated. These posts/comments will be removed. If persistent, the person will be blocked.
- 3) The person will be advised that they have been blocked, but no further communication will be entered into as to reasons for actions taken.
- 4) Please allow all posts to gain visibility, and do not comment on the same images over and over again. This will be taken as self-promotion.
- 5) We appreciate positive feedback - however, if it appears that you're acting for personal gain and promotion, Admins will remove such posts/comments.
- 6) Subgroups need to respect that they are only one of the AAG subgroups, and not flood the Facebook page with individual postings or individual comments in order to gain more prominence. Admins will limit such activities if they sense that is a subgroup or individual's intention.
- 7) Please respect everyone's feelings and their privacy.
- 8) Only Albany Art Group paid members can post on the AAG Facebook pages. At times, other promotional material relating to local art events may be accepted, at the Admins discretion.
- 9) If the above Rules are not followed, you may be blocked. Admins decision is final, no explanation required.
- 10) Members are encouraged to add their details to the Artists page of the website. Please email a short bio and one photo to Admin.

AAG Social Media is run by Volunteers - please follow the guidelines, and respect their time and effort.

Albany Art Group Inc: August 2023.