



MASTER GARDENER FOUNDATION OF KITSAP COUNTY

POLICY RESOLUTION OF CONFLICTS OR DIFFERENCES

POLICY

Since differences of opinion or disputes can have a pervasive negative impact on an organization, it is important that the Foundation Board provide a mechanism for bringing such issues to light and providing a venue for their resolution.

GUIDELINES

The Board will take an active role in identifying and resolving any conflicts that may arise.

The Board will establish open avenues of communication with the membership in order to address points of contention.

PROCEDURES

A member of the Board shall be appointed annually to serve as Dispute Resolution Mediator.

The Board will make use of the communication vehicles with the membership including the newsletter, web page and telephone tree to make known that serious disputes or conflicts arising within the membership should be communicated to the Board.

If a dispute involves actions by the Board and face to face discussions do not resolve the matter, an outside arbitrator may be named with the consent of all parties.

The dispute resolution process will be as follows:

1. Parties to a dispute will be encouraged to meet to resolve their differences.

2. If no resolution can be reached, they will be asked to write a letter to the Board explaining the points of friction, what steps have been taken toward resolution, and requesting a formal hearing. All parties to the dispute must sign this letter.
3. This letter will be referred to the Dispute Resolution Mediator who will be requested to meet with the parties, together or individually to seek resolution. If the dispute is successfully resolved the mediator will report the fact at the next board meeting.
4. If no resolution can be reached, the Board will meet in closed session to make a ruling on the matter which will be delivered to the parties in writing and recorded in the minutes.

This policy shall be reviewed every 5 years.