

CTHS Anti-Discrimination & Anti-Harassment Policies

Anti-Discrimination Policy for Election of Members of the Board of Trustees:

The Chesterfield Township Historical Society (CTHS) invites individuals to serve on the Board of Trustees who have demonstrated an interest in the township's history and preservation, and/or who have expressed a desire to serve on the Board. Both first-term trustees and those up for reelection will be chosen by the Nominating Committee without regard to race, national or ethnic origin, age, religion or religious creed, disability, marital or civil union status, familial status (including pregnancy, number of children, and domestic or sexual violence victim status), sex, gender identity and/or expression, sexual orientation, military obligation or veteran status, or any other protected category under state, local, or federal law. Furthermore, no trustees of the Board may be removed from office for changes to their status in any of the above protected categories. All trustees by accepting office agree to uphold in entirety this document's anti-discrimination and anti-harassment policies. CTHS will share this document with all new trustees when they receive the By-Laws.

Anti-Harassment Policy for Members of the Board of Trustees:

CTHS will not tolerate any form of harassment among trustees nor towards independent contractors in either an official or nonofficial capacity. Furthermore, CTHS will not tolerate any form of harassment enacted by trustees in an official capacity towards members of the community. Such harassment will be addressed by the procedure at the end of this document.

Nonverbal harassment includes, but is not limited to, discriminatory exclusion from tasks or events, discriminatory work conditions or evaluation standards, demeaning or inappropriate terms or epithets, crude language, verbal or nonverbal threats, or hurtful jokes or comments related to a person's identity in any of the above protected categories. Sexual harassment is defined as unwelcomed language or behavior as determined by the recipient that includes, but is not limited, to the following: sexually suggestive or degrading jokes or language, sexual advances or physical contact, requests for sexual favors, coercion, humiliation, and display of sexually related or degrading objects or pictures.

Procedure for Reporting Discrimination or Harassment:

Any individual who wishes to report a perceived incident of discrimination or harassment should feel empowered to do so regardless of the alleged offender's identity or position. This individual should contact the President or Vice President, who will then select two additional trustees with no conflict of interest to aid in the investigation. If the President and/or Vice President is the alleged offender, the reporting individual may alternatively contact any trustee, who will then oversee the investigation. Once a complaint is made, it will be formally acknowledged within one week's time and fully investigated within three weeks' time. To the extent possible, the trustees overseeing with the investigation will maintain utmost confidentiality. Upon completion of the investigation, they will report their findings and recommendations to the Board, taking care to protect the privacy of the individuals involved as much as possible. Disciplinary actions will be voted upon by the full Board, as according to the By-Laws, and can include a written warning, suspension, or removal from office.

No trustee shall be permitted to take retaliatory action against another trustee, community member, or contractor for reporting, testifying, or participating in a harassment investigation. Retaliation can include verbal or physical threats, slander, or false allegations of harassment intended to hinder an investigation. Retaliatory claims will be treated in the same manner as any form of harassment.