

TABLE Code of Conduct

Purpose

The success of this group relies solely on the people participating in it. It's an old cliché, but you'll only get out what you put in.

The purpose of this Code of Conduct is to ensure that all members of the group are on the same page, understand what is expected of them, and are held to the same standards.

Expected Behavior

1. **Be considerate, respectful, and collaborative at all times.** You may not always agree, but you will be expected to conduct yourself in a professional manner.
2. **There is a zero-tolerance policy of demeaning, discriminatory, or harassing behavior and speech.** If you violate this policy, you will be removed from the TABLE immediately.
3. **Discussions inside this group are to be treated as strictly confidential.** Sharing details about another member or discussions from the group, without permission, will result in removal from the group.
4. **Your attendance and participation is mandatory.** Being a part of this group means that you will be held accountable for actively participating in discussions and our regularly scheduled calls. If you're going to be absent, please let your facilitator know in advance. Frequent absences may result in your removal from the group.
5. **You're here to collaborate, not to sell.** This group is not a new marketing opportunity. In return for your help, advice, consulting, and participation, you'll be compensated with the same from your fellow group members.

Conflict Resolution

In the event that there is any conflict within the group, your facilitator is your main contact person. Any issues brought to the facilitator's attention will be treated confidentially. The goal of these conversations will be conflict resolution, but if there are irreconcilable differences, your facilitator will have the final decision on how to move forward.

Your facilitator is: Kyle Van Deusen. You can contact him by emailing kyle@theadminbar.com or by calling 682-936-2385.