

As Members of Harrisburg Gay Men's Chorus, each of us plays a vital role in ensuring that we create and maintain a community that allows for this kind of positive interaction, whether within our own ranks, or between ourselves and the greater community. To this end, we are all expected to exhibit behavior that is consistent with both our mission and the values spelled out in this Code of Conduct policy.

The following guidelines detail specific expectations regarding our interactions with each other and within the community.

Public Appearances

Harrisburg Gay Men's Chorus routinely engages in a wide range of activities where Members interface with the public. These may include not only our performances, but also activities such as Public Relations functions, fundraising events, tours, retreats, social affairs, and other situations that bring us into contact with people outside the organization. These interactions may be conducted in person, or through electronic communications such as phone calls, emails, social media, etc.

- When representing HGMC at public events and performances, Members are expected to conduct themselves in a professional and congenial manner both on and off stage.
- To the extent that they might be seen as representing HGMC in other types of public interaction, Members are asked to conduct themselves with a healthy respect for the impact their actions may have on HGMC's reputation and standing in the community.

Communication

- Electronic communications between members are held to the same standard of respect and consideration as any form of Member interaction.
- Communications between Members concerning personal matters should be made directly between the individuals involved, rather than through rumor or innuendo.
- Out of respect for people's privacy, Members are asked to refrain from contacting other Members at their place of business unless they have received prior permission to do so.

Harassment

- If, at any time, a Member of the HGMC community feels threatened, harassed, sexually harassed or otherwise intimidated by another, and feels that he or she is unable to work out the situation privately, that person is urged to immediately contact either the Artistic Director or any Board of Directors member.
 - The situation will be promptly relayed to the Board President, or if the Board President is a party involved in the incident, another Executive Board member.
 - The Board President or an Executive Board member will meet individually with the parties involved to determine a satisfactory resolution to the incident.
 - If a satisfactory resolution is not initially reached by the Board President or Executive Board Member, the matter shall be addressed jointly by the Executive Directors of the Board and the Artistic Director.

Confidentiality will be respected and maintained as much as possible both during and after the incident resolution.

Substance Use

The Chorus is an ensemble and individuals behaving erratically due to substance use harm the communal creative process and distract from the performance. Substance use also exposes HGMC to liability in terms of insurance coverage, the ability to utilize venues, etc., and cannot be tolerated.

- Members found to be using alcohol or illegal drugs during Chorus activities, with the exception of sanctioned social events featuring alcohol, will be asked to leave the premises on that occasion.
- Members thought to be functioning sub-par at Chorus events due to the influence of alcohol or other drugs consumed off-site (including prescription medication), will also be asked to leave the specific rehearsal or performance.
- While individual incidents will be handled by the Artistic Director, as stated above, on-going impairment at Chorus activities will be addressed jointly by the Executive Directors of the Board and the Artistic Director.

Criminal Record

Harrisburg Gay Men's Chorus strives to be an open and non-judgmental community in which the ability to participate is based solely on one's skills, abilities, and commitment. Occasionally, this value comes into tension with the duty of the Chorus to protect our Members, audiences, and the Chorus' reputation from harm. It is HGMC's position that it is the job of the civic authorities, not HGMC's, to pass judgment concerning individual Members who run afoul of civic laws. Accordingly, we leave it to the authorities to decide who is guilty and who is not, who deserves punishment, and at what point an offender's debt to society has been paid. Our willingness to allow individuals with criminal records to participate as Members is thus guided by the presumed wisdom of the legal system.

- Members with criminal backgrounds who have successfully discharged their obligations as offenders, and whose activities and movements are not limited by the courts, will not have their Chorus activities restricted solely by virtue of their past history. Members whose activities are constrained in some manner are required to bring such limitations to the immediate attention of the Board President or the Artistic Director. The Executive Directors of the Board and the Artistic Director will jointly determine whether participation will be possible, and under what terms.
- Members with past criminal backgrounds who do participate within the organization should bear in mind that their behavior and activities will be subject to ongoing scrutiny. Should a Member be named as a suspect, placed under arrest, and/or arraigned for a felony while a Member of the Chorus, that Member's membership may be suspended, at the joint discretion of the Executive Directors of the Board and the Artistic Director, pending resolution of the case.
- Finally, when a Member's history or activities in the community have earned them such a degree of notoriety that their continuing participation would, in the joint opinion of the Executive Directors of the Board and the Artistic Director, severely harm the organization's reputation, that individual's Membership may be refused or terminated regardless of their present good behavior.

Rehearsals

In order to preserve an atmosphere of mutual respect and enjoyment, every Member is expected to conduct him or herself in a professional and considerate manner whenever rehearsals are in progress.

- The practice of good choral behavior is encouraged. Members are expected to show basic courtesy and respect to both artistic and staff members, whether in rehearsal or performance situations.
- The use of cell phones or other electronic devices during rehearsals and within the rehearsal space, while not expressly prohibited, is strongly discouraged. This includes making or receiving phone calls, texting, surfing the internet, playing games or any other usage of said devices that may distract attention from the rehearsal.

It is suggested that cell phones and other electronic devices remain completely outside of the rehearsal space. However, if these devices must be brought into the rehearsal space, all sounds that emanate from these devices must be muted or completely disabled, and the devices must be kept out of sight during rehearsals, unless dictated by emergency or work necessities and discussed in advance with the Artistic Director.

- Disruptive behavior, including excessive talking or other “attention seeking” actions - is strongly discouraged. It not only interrupts the rehearsal flow but also interferes with other Members’ learning processes and concentration.
- Respecting the health of other Members is paramount at all times, but particularly during the active chorus season. If a Member is ill with any contagious condition (such as the flu, strep throat or even the common cold, to name a few), there is potential to infect others. Members experiencing the symptoms of any contagious conditions are asked to **not participate** in any choral event – including rehearsals – until such time as they no longer pose a health risk to other Members.
 - If the Member should feel it necessary to participate in a choral event, regardless of their present condition, that Member is expected to show common courtesy by staying distant from other members and, optimally, wearing a surgical mask to inhibit spreading the illness among the other Members.
- Pets should not be brought to rehearsal; however service animals are allowed when necessary, and permitted by the facility.
- Members are encouraged to discuss their concerns about any disruptive behavior directly with the individuals who are being disruptive. If this proves ineffective - or if the Member is not comfortable with confrontation - he/she should address their concerns to the Artistic Director.
- The Artistic Director may, at his or her discretion, address any immediate problems with disruptive behavior during a rehearsal. The Executive Directors of the Board and the Artistic Director will jointly address any ongoing or recurrent problems.

Consequences of Misconduct

If a Member acts in a disruptive, harmful, or dysfunctional manner (as defined in the preceding sections of this document), a panel consisting of the Artistic Director and the Executive Board members may jointly implement any or all of the following disciplinary actions at any time:

- Verbal Warning
- Mediation
- Suspension (with ability to return/re-audition after a period to be determined)
- Permanent expulsion

In the event of a disagreement within the panel, a majority vote shall determine the outcome of the decision.

A sanctioned member shall be given written notification of the panel decision resulting in suspension or permanent expulsion.

Members may appeal a suspension or permanent expulsion decision in writing to the Board of Directors within ten (10) calendar days of notification. The Artistic Director and the full Board of Directors may, at their discretion, re-evaluate the misconduct allegations, issuing a final decision either in support of the previous decision, or reversal of the previous decision.