

Subject: Policy Enforcement Notification

Purpose: To Establish a Policy, Procedure, and Rule for Violations of a Policy, Procedure, or Rule

Any reported violation of a Policy, Procedure, or Rule is to result in the General Manager or designee issuing a letter to the member alleged to have committed the violation. This letter shall:

1. Provide the circumstances of the alleged violation, including date and location;
2. Include pictures or other evidence, if applicable;
3. Invite to a hearing to provide evidence and testimony on their behalf, including any witness, assistant(s) or upon prior written notice to the General Manager or Designee, any legal representation;
4. General Manager or designee will proceed to a ruling if the accused declines to appear.

After the hearing or its decline, the General Manager or designee can determine the appropriate response, including but not limited to: Dismissal, Mediation, Recommend Counseling, Warning, Letter of Reprimand, Fine of \$100, or Suspension of amenities, events, or use of GRF facilities for a specified length of time, and/or initiate legal proceedings. Failure to comply will result in increased consequence(s).

After such a determination, the member will be sent a letter stating the findings and penalty(s), if any, and the process by which an appeal may be made in writing to the GRF Board of Directors according to Procedure P101.1.

Authority: Rule

12/3/20

1/4/23 Housekeeping