

Hudson Portuguese Club

HPC Disciplinary Procedure		
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1. Any and all violations of the Hudson Portuguese Club's Code of Conduct shall be submitted to either the President or Secretary of the Hudson Portuguese Club's Board of Directors in writing.

Said written statement shall include the date and/or dates upon which the alleged violation(s) occurred, a detailed account of those acts purported to be in violation of the Code of Conduct, a list of those members of the Hudson Portuguese Club who either witnessed the act and/or acts purported to be in violation of the Code of Conduct **or** who may have knowledge of the purported violations, and all documentation, if any, supporting the allegation(s) of code violation(s). Said written statement shall be signed and dated by the party and/or parties submitting same.

2. Upon receipt of a properly prepared and presented allegation of violation(s) of the Hudson Portuguese Club's Code of Conduct the Board of Directors may, but under no circumstance shall there be any obligation to, initiate an investigation of the alleged violation(s). Upon receipt, or after an investigation of the alleged violation(s) by the Board of Directors, if the Board of Directors deems the allegation(s), in whole or in part, to be meritorious then the Board of Directors shall then forward a copy of the written statement to the party and/or parties alleged to have acted in violation of the Hudson Portuguese Club's Code of Conduct along with notification to both the reporting party/parties and the alleged violating party/parties of the date and time for hearing before the Board of Directors on the matter.
3. Any and all hearings shall be held before the Board of Directors, the hearings shall be conducted in a manner as determined by the Board of Directors in its sole and exclusive discretion, and shall take place in a special Executive Session. It will be the responsibility of the reporting party to present any testimony and/or evidence of any and all violation(s) of the Hudson Portuguese Club's Code of Conduct. The alleged violating party/parties shall be permitted to cross-examine the testimony and/or evidence presented against him/her/them and to present his/her/their own testimony and/or evidence at the time of hearing.
4. Upon conclusion of the hearing all parties to the matter shall be dismissed and the Board of Directors shall thereafter discuss the evidence presented and render its decision on the matter. In rendering its decision the Board of Directors may enter one or more of the following decisions:
 - A. Issuance of a written warning to the party/parties forwarded to each violating member's home address with a copy of same to be retained on file by the Board of Directors. Two (2) or more written warnings issued to a member shall result in an immediate suspension for term (as provided for under sub-paragraph (B)) of the violating member's membership privileges.

- B. Suspension of membership privileges for a set term to be determined by the Board of Directors. The term of any such suspension to be no more than one (1) year and may include a provision excluding the member from entry upon the Hudson Portuguese Club's property.
- C. Indefinite suspension of membership privileges (including exclusion from entry upon The Hudson Portuguese Club's property) with a recommendation to the General Assembly for the immediate revocation of membership.

The decision(s) of the Board of Directors shall be rendered upon majority vote of Board of Directors and the standard to be applied in rendering its decision shall be preponderance of the evidence.