



Code of Ethics and Accountability

ArtStream's Mission: Through collaborative performance and lifelong learning opportunities, people with intellectual and developmental disabilities gain the skills and confidence to engage with the world.

ArtStream's Philosophy: We believe that when people make their own choices and are engaged, stimulated, challenged and inspired, they surpass both their own and others' expectations.

ArtStream's Vision: To build an inclusive world where everyone can perform their art out.

Vital to this mission, philosophy and vision is ArtStream's manner of doing business in an open, responsible, and accountable way. The members of ArtStream's Board of Directors and its staff each shares the belief that ArtStream benefits from working with the ArtStream community through an open dialog, as well as through constructive monitoring and appropriate expansion and correction of policies and procedures whenever warranted. The Board and staff members of ArtStream recognize their important responsibilities, including, but not limited to, the following:

- Open communication on all ArtStream activities
- Exemplary individual accountability and professionalism
- A willingness and openness toward improving the ways in which activities are conducted
- Adherence to governance guidelines promulgated through both the BBB-Wise Giving Alliance Standards for Charitable Accountability, BoardSource, and the Maryland Nonprofits Standards for Excellence

The mission and activities of ArtStream should be transparent and as easily understood as possible by all those involved in ArtStream programs. The very few exceptions to this relate to ArtStreamers' medical or personal information, information that donors wish to keep confidential, and contractor or employee medical or personal information, (and individual salaries or performance reviews – which are instead vetted by the independent, volunteer Board of Directors).

Concerns about any aspect of ArtStream's accountability, performance or policy consistency may be directly addressed to either the Chair of the Board, individual Board Members or the Executive Director of ArtStream. Members of the Board and Staff are committed to responding to concerns expressed by any community member and taking action and communicating that action back to the ArtStream community, whenever required.

General Expectations

1. Board and Staff Members shall act in the best interests of ArtStream and the ArtStream community (ArtStreamers, families, caregivers, Teaching Artists, volunteers, partner organizations, donors, Board of Directors and staff) in performing their duties.
2. Board and Staff Members shall contribute to a collegial, inclusive, professional, positive, and respectful work environment for everyone in the ArtStream community.
3. Board and Staff Members shall know, understand, and support ArtStream's mission, vision, core values, purpose and goals and be familiar with and follow ArtStream policies, procedures, and guidelines.
4. Board and Staff Members shall not discriminate against any person on the basis of age, sex, race, color, national origin, sexual orientation, gender identity including transgender status, disability, or political or religious opinion or affiliation when carrying out their ArtStream responsibilities and engaging in ArtStream activities.
5. Board and Staff Members shall at all times follow all applicable laws and regulations of the relevant government authorities, including all laws and provisions that govern appropriate conduct in the workplace while acting on behalf of the ArtStream community.
6. Board and Staff Members shall take all reasonable steps to protect their own and others' health and safety, and to notify ArtStream management of any risks to their own or others' health and safety that come to their attention.
7. Only information deemed public knowledge may be shared or discussed outside ArtStream, unless specifically authorized to do so by the Executive Director and/or the Chair of the Board. Except as part of their official duties, Board and Staff Members shall not share, copy, reproduce, transmit, divulge or otherwise disclose any confidential information related to the affairs of ArtStream, and Board and Staff Members will uphold the strictest confidentiality regarding any information discussed at meetings or any other deliberations and communications. Questions regarding the confidential nature of ArtStream information or documents shall be directed to the Executive Director or Chair of the Board.
8. Unless authorized by the Executive Director and/or the Chair of the Board, Board and Staff Members may not speak on behalf of ArtStream or the Board to external parties, including but not limited to the media. This is not intended to limit Board and Staff Members from speaking on their own behalf.
9. All communications to the ArtStream community, regardless of the medium, reflect on ArtStream. E-mail or other communications shall follow the same professional standards as verbal communication.

Conflict of Interest

10. Board and Staff Members are expected to act in the best interest of the ArtStream community and not for personal or third-party gain or financial enrichment, in compliance with the Conflict of Interest Policy.

Approved: March 23, 2020