

PET COMMITTEE
August 25, 2016

Pet Committee Mission Statement:

The purpose of the Pet Committee is to help create and maintain a healthy and happy community of people and their pets, living in a unique environment of close proximity to each other and to those who do not have pets. It is our responsibility to put in place set of guidelines to aid in achieving this goal. We will act with empathy and treat each individual with respect and endeavor to resolve conflicts, as related to pets, in a fair and unbiased manner.

Pet Committee Best Practices:

- As a member of the pet committee it falls on each of us to help residents understand and follow the rules, such as a simple, respectful reminder to someone who may not be following a particular rule. Never argue or become rash. If you point something out to someone and they react badly, report that to the committee chair and an email reminder will go out to the community at large.
- During conflict resolution, two committee members must be present during facilitation.
- Committee discussions regarding a pet complaint:
 - During open meetings, any committee only matters will be taken up last and any residents attending the meeting will be asked to leave at that time, enabling the committee to discuss the complaint in a closed meeting to insure privacy for the parties involved and not for public discussion.
 - If a member (or members) of the committee has filed a pet complaint, that member shall not be present during committee meetings to discuss the matter as it would be a conflict of interest.
 - If a resident (or residents), who is not a member of the Pet Committee has filed a pet complaint, that resident or any spokesperson speaking on their behalf, shall not be present during committee meetings to discuss the matter.
- All correspondence regarding the conflict resolution must be approved by both facilitating committee members before being sent to the parties involved or any other person regarding the proceedings.
- If a pet complaint resolution cannot be achieved after a reasonable effort by all parties involved, then the matter will be forwarded to the BOD with a proposed resolution.
- Complaints files with the Pet Committee must be in regard to a conflict between or about pets. Personal conflicts between residents are out of the scope of the committee.