

Anti-harassment Policy and Complaint Procedure

Objective

Pickleball Lincoln Inc strives to create and maintain an environment in which people are treated with dignity, decency and respect. The environment of the organization and its events should be characterized by mutual trust and the absence of intimidation, oppression and exploitation. Pickleball Lincoln Inc will not tolerate unlawful discrimination or harassment of any kind. Through enforcement of this policy participants, Pickleball Lincoln Inc will remove offenders from sponsored tournaments, leagues and other events.

All participants, regardless of their positions, are covered by and are expected to comply with this policy and to take appropriate measures to ensure that prohibited conduct does not occur.

Prohibited Conduct Under This Policy

Pickleball Lincoln Inc, in compliance with all applicable federal, state and local anti-discrimination and harassment laws and regulations, enforces this policy in accordance with the following definitions and guidelines:

Harassment

Pickleball Lincoln Inc prohibits harassment of any kind, including sexual harassment, and will take appropriate and immediate action in response to complaints or knowledge of violations of this policy. For purposes of this policy, harassment is any verbal or physical conduct designed to threaten, intimidate or coerce an employee, co-worker, or any person participating in Pickleball Lincoln Inc tournaments, leagues or other events.

The following examples of harassment are intended to be guidelines and are not exclusive when determining whether there has been a violation of this policy:

- Verbal harassment includes comments that are offensive or unwelcome regarding a person's national origin, race, color, religion, age, sex, sexual orientation, pregnancy, appearance, disability, gender identity or expression, marital status or other protected status, including epithets, slurs and negative stereotyping.

- Nonverbal harassment includes distribution, display or discussion of any written or graphic material that ridicules, denigrates, insults, belittles or shows hostility, aversion or disrespect toward an individual or group because of national origin, race, color, religion, age, gender, sexual orientation, pregnancy, appearance, disability, sexual identity, marital status or other protected status.

Sexual harassment

Sexual harassment is a form of unlawful employment discrimination under Title VII of the Civil Rights Act of 1964 and is prohibited under Pickleball Lincoln Inc's anti-harassment policy. According to the Equal Employment Opportunity Commission (EEOC), sexual harassment is defined as "unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature ... when ... submission to or rejection of such conduct is used as the basis for employment decisions ... or such conduct has the purpose or effect of ... creating an intimidating, hostile or offensive working environment."

Sexual harassment occurs when unsolicited and unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature:

- Is made explicitly or implicitly a term or condition of employment.
- Is used as a basis for an employment decision.
- Unreasonably interferes with an employee's work performance or creates an intimidating, hostile or otherwise offensive environment.

Sexual harassment may take different forms. The following examples of sexual harassment are intended to be guidelines and are not exclusive when determining whether there has been a violation of this policy:

- Verbal sexual harassment includes innuendoes, suggestive comments, jokes of a sexual nature, sexual propositions, lewd remarks and threats; requests for any type of sexual favor (this includes repeated, unwelcome requests for dates); and verbal abuse or "kidding" that is oriented toward a prohibitive form of harassment, including that which is sexual in nature and unwelcome.
- Nonverbal sexual harassment includes the distribution, display or discussion of any written or graphic material, including calendars, posters and cartoons that are sexually suggestive or show hostility toward an individual or group because of sex; suggestive or insulting sounds; leering; staring; whistling; obscene gestures; content in letters, notes, facsimiles, e-mails, photos, text messages, tweets and Internet postings; or other forms of communication that are sexual in nature and offensive.

- Physical sexual harassment includes unwelcome, unwanted physical contact, including touching, tickling, pinching, patting, brushing up against, hugging, cornering, kissing, fondling, and forced sexual intercourse or assault.

Courteous, mutually respectful, pleasant, noncoercive interactions between participants that are appropriate in the workplace and acceptable to and welcomed by both parties are not considered to be harassment, including sexual harassment.

Retaliation

No hardship, loss, benefit or penalty may be imposed on a participant in response to:

- Filing or responding to a bona fide complaint of discrimination or harassment.
- Appearing as a witness in the investigation of a complaint.
- Serving as an investigator of a complaint.

Lodging a bona fide complaint will in no way be used against the participant or have an adverse impact on the participant's membership status.

Any person who is found to have violated this aspect of the policy will be subject to discipline up to and including termination of membership.

Confidentiality

All complaints and investigations are treated confidentially to the extent possible, and information is disclosed strictly on a need-to-know basis. The identity of the complainant is usually revealed to the parties involved during the investigation, and the investigator(s) will take adequate steps to ensure that the complainant is protected from retaliation during and after the investigation. All information pertaining to a complaint or investigation under this policy will be maintained in secure files.

Complaint procedure

Pickleball Lincoln Inc has established the following procedure for lodging a complaint of harassment, discrimination or retaliation. The company will treat all aspects of the procedure confidentially to the extent reasonably possible.

1. Complaints should be submitted as soon as possible after an incident has occurred, preferably in writing. A board member may assist the complainant in completing a written statement or, in the event an employee refuses to provide information in writing, a board member will dictate the verbal complaint.

2. Upon receiving a complaint or being advised by a board member that violation of this policy may be occurring, the board member will notify the remainder of the board.
3. The board member will initiate an investigation to determine whether there is a reasonable basis for believing that the alleged violation of this policy occurred.
4. Upon conclusion of an investigation, the board member or other person conducting the investigation will present his or her findings to the board. If it is determined that a violation of this policy has occurred, the board will discuss appropriate measures.

- a) the severity, frequency and pervasiveness of the conduct;
- b) prior complaints made by the complainant;
- c) prior complaints made against the respondent; and
- d) the quality of the evidence (e.g., firsthand knowledge, credible corroboration).

If the investigation is inconclusive or if it is determined that there has been no violation of policy, but potentially problematic conduct may have occurred, the board will recommend preventative action potentially including discussion of behavior and a warning against further, potential violations.

Alternative legal remedies

Nothing in this policy may prevent the complainant or the respondent from pursuing formal legal remedies or resolution through local, state or federal agencies or the courts.

Pickleball Lincoln, Inc.

Currently, the Courts account holds about \$161,000 in a savings account at Union Bank. The operating account holds about \$160,000, which does not earn any interest. The funds which will be used towards new courts will not be needed for some time, the exact time is unknown. However, it seems safe to assume that these funds will not be needed in the next 3-month period or, perhaps, longer.

Below, I have listed interest rates being paid by and maturities by 3 local banks and, additionally, what is being paid by "brokered CDs".

Invest - \$250,000 – (Assumption)

	<u>Monthly Interest</u>
● Union Bank – Current Interest Rate – .60%	\$125
● Union Bank - No 3-month CD; 6-month 4.45%	\$927
● Pinnacle Bank – 5 month – 5%	\$1,042
● Cornhusker Bank – 7 month – 5.01%	\$1,044
● Brokered CD – 3-month 5.2%	\$1,083

Brokered 1-month CDs are also available at about 5.2%.

Broker-Dealer – Plan A – This is the company through which I am licensed to conduct securities business. Plan A has agreed to allow Pickleball Lincoln to open a managed account with no fees. I would be the contact person on the account. This means I would take care of any of the transactions in the account, such as the purchase of a CD. I will take care of getting the paperwork done to set up the account. After that point, the fund would be transferred from Union Bank into this account. The account custodian, that is the company which physically holds the investment, will be TD Ameritrade. Schwab has purchased TD Ameritrade so the paperwork will soon change to Schwab, though nothing else will change with respect to the PLI account.

The CDs are issued by large banks, funds guaranteed by FDIC, up to \$250,000. These CDs are available on a nation-wide basis.

U.S. Treasury notes can also be purchased for a 3-month maturity.

The FED is likely to raise interest rates before the end of the year. At that point, interest rates on CDs or Treasuries will likely increase.

Pickleball Lincoln, Inc.
Balance Sheet
As of June 30, 2023

	<u>Jun 30, 23</u>	<u>Jun 30, 22</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
103 - Checking Account, Operati...	161,000.76	101,783.41	59,217.35
105 - Checking Account, New C...	160,062.41	4,223.03	155,839.38
Total Checking/Savings	<u>321,063.17</u>	<u>106,006.44</u>	<u>215,056.73</u>
Total Current Assets	<u>321,063.17</u>	<u>106,006.44</u>	<u>215,056.73</u>
TOTAL ASSETS	<u>321,063.17</u>	<u>106,006.44</u>	<u>215,056.73</u>
LIABILITIES & EQUITY			
Equity			
300 - Fund Balance, Operating	60,904.33	64,361.52	-3,457.19
330 - Fund Balance, New Courts	119,618.17	871.59	118,746.58
Net Income	<u>140,540.67</u>	<u>40,773.33</u>	<u>99,767.34</u>
Total Equity	<u>321,063.17</u>	<u>106,006.44</u>	<u>215,056.73</u>
TOTAL LIABILITIES & EQUITY	<u>321,063.17</u>	<u>106,006.44</u>	<u>215,056.73</u>