

Conflict Of Interest Policy

In their roles within the organization Board Members may be placed in a conflict of interests between their governance responsibilities and other commitments or obligations.

Accordingly;

Board Members must avoid conflict of interest with respect to their fiduciary responsibilities.

1. There must be no self-dealing, conduct of private business or personal services between any Board member and the organization, except as procedurally controlled, to assure openness, competitive opportunity, and equal access to inside information.
2. When the Board is to decide upon an issue about which a member has an unavoidable conflict of interest, that member shall declare their conflict and absent herself or himself, without comment, from not only the vote but also from the deliberation. A member's choice to exercise this option is to be recorded in the minutes.
3. Board members must not use their positions to obtain ongoing employment for themselves, family members, or business associates. Should a board member desire employment he or she must first resign. Should a board member's family member or close associate desire employment, he or she must declare their potential conflict and absent himself or herself, without comment, from all discussions, deliberations or decisions around the hiring and ongoing management process for this position.
4. Members will annually disclose their involvement with other organizations, with vendors, or any other association that might produce a conflict.
5. Members of the Board of Directors shall not personally benefit from their position and are not eligible to receive a salary, honorarium, tip or gift from the Association. There are five exceptions to this rule. (1) Board Members are expected to engage with members and therefore are permitted to fully participate in social functions as any other volunteer would. (2) Board Member may have approved expenses reimbursed following standard reimbursement practices and procedures. (3) Board Members may be given a gift upon the retirement from the Board in consideration of their service to the Sample Association. (4) The Board of Directors may choose to provide a meal or snack for a meeting held over a meal time. (5) Personal gifts from a member or client of the Association may only be accepted for work or activity undertaken as a volunteer outside of their Board of Director's roles or responsibilities, and any gifts over \$10 must be reported to the Board of Directors.
6. Members of the Board of Directors will not be eligible to 'win' or receive prizes from the fund raising activities of the Sample Association.