

Conflict of Interest Policy

Any possible conflict of interest on the part of any board member should be disclosed to other board members and made a matter of record, either through an annual procedure, or when the interest becomes a matter of board action.

Any board member having a conflict of interest, or possible conflict on any matter should not vote or use his or her personal influence on the matter, and he or she should not be counted in determining a quorum for the meeting, even where permitted by law. The minutes of the meeting should reflect that a disclosure was made, the abstention from voting, and the quorum situation.

The foregoing requirements should not be construed as preventing the board member from briefly stating his or her position in the matter, nor from answering pertinent questions of other board members.

It is resolved that this policy be reviewed annually for the information and guidance of board members, and that any new board member be advised of the policy upon entering the duties of office. The board's chairperson is directed to see that this policy is followed.

_____ During the year _____, neither I nor any member of my family has had an interest or taken any action which would contravene this policy.

_____ During the year _____, neither I nor any member of my family has had an interest or taken any action which would contradict this policy, except such interests which are fully disclosed below.

1. _____
2. _____
3. _____

Board member signature

Date