



## **Conflict of Interest Policy**

A Director/Executive Officer who is in any way directly or indirectly interested in a proposed contract with the organization shall make the disclosure required by the Act. No such Director/Executive Officer shall vote on any resolution to approve such a contract. All Board members, volunteers, staff and contractors are required to perform their duties and functions impartially, responsibly with integrity and in a manner that will withstand public scrutiny. No member will solicit or accept, for personal gain or financial benefit, a fee, gift or benefit that could influence decisions or affect their duties or functions. All Board members, volunteers, staff and contractors may only use Club equipment, services or materials for the stated purpose. No members may pursue personal gain over the well-being or needs of people supported by the organization. The conflict of interest will be identified at every agenda of all meetings. Also, a record will be kept in the Board meetings minutes with details of this conflict, like who was involved, was the conflict declared in advance, any discussion notes and any withdraws from the discussion or voting.