**March 01, 2022**

# **Sample Code of Conduct Agreement for Board Members**

*All Board members will:*

* Represent the best interests of the the organization and its members, placing this over and above their own personal and professional interests;
* Respect the confidentiality of information received in the course of Board meetings and activities;
* Declare all potential conflicts of interest and refrain from discussion and voting when applicable;
* Recognize others who contribute to the success of the organization and its activities;
* Speak on behalf of the association only when designated by the Chair or the Board as a whole;
* Adopt clear, documented processes and equal access to information;
* Not use their individual authority when dealing on an individual basis with staff or volunteers;
* Ensure there are competitive opportunities when services of contractors or employment opportunities arise;
* Treat staff and fellow Board members with respect and listen to their points of view;
* Participate in Board meetings and stay informed about developments and issues relevant to Board operations;
* Acknowledge that perception is powerful in all public communications in online forums, and that unacceptable, racist, misogynist, bigotted views you may share in public forums currently or in the past as an individual can reflect back on the League and force its Board to take action to distance itself from these comments, including your removal from the Board;
* Agree to provide the League all relevant passwords, email access, social media access, and League files digital or hardcopy;
* Ensure that all communication in your role as a board member is professional and represents the views of the Board. This includes correspondence over League emails, text on the website, and any comments on the League’s Facebook page, Twitter feed, Instagram feed, or other social media platforms;
* Ensure personal communication online and in person respects the confidentiality of board proceedings and where applicable state “my opinion does not represent the opinion of the League”;
* Acquaint yourself with governing legislation that affects your board position (this may include privacy legislation);

I have read this Code of Conduct and agree to abide by it.

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Signature Date