

Code of Ethics

PROCEDURES:

1. Directions:

A board member shall be aware that more is expected of those in leadership roles. Board members shall review the following statements and sign the Code of Ethics to solidify a commitment to board service.

2. As a member of the board, I will:

- Respect the interests of all people served by this organization and not favor special interests inside or outside of this organization.
- I recognize that it is important that I represent the organization in such a way as to leave others with a positive impression of the organization. In my duties I will preserve and enhance the good reputation of the organization and will avoid behavior which might damage its image.
- Not use my service on this board for my own personal advantage or for the advantage of my friends and associates.
- Be a member of at least one committee and ensure that all committee projects are completed on time.
- Keep confidential information confidential.
- Respect and support the majority decisions of the board.
- Approach all board issues with an open mind, prepared to make the best decisions for everyone involved.
- Do nothing to violate the trust of those who elected or appointed me to the board or of those we serve.
- Focus my efforts on the mission of the nonprofit and not on my personal goals.
- Utilize effective and appropriate communication skills and channels for problem solving.
- Never exercise authority as a board member except when acting in a meeting with the full board or within reasonable discretion. If an accident occurs, media is directed to the President or the media liaison.
- Consider myself a “director” of this organization and do my best to ensure it is well maintained, financially secure, growing and always operating in the best interests of those we serve.
- Attend all assigned committees and scheduled board meetings and provide prior notice of any absence to an executive board member.
- All complaints concerning a possible code of ethics violation shall be made in writing to or by the president with a copy provided to the complainant. The president shall make an initial determination of the issue and shall attempt initial resolution of the problem with the complainer and the complainant. If this initial at resolution is not successful, the president shall appoint a tribunal composed of three board members to investigate the complaint. The tribunal is required to investigate as required and submit a written report to the president within thirty (30) days. The president will render his/her decision within ten (10) days of receiving the tribunal’s report. The president’s decision may be appealed in writing to the board of directors for consideration at the board’s next regular

scheduled meeting for a final decision. The final decision shall be delivered in writing to the complainer and complainant.

- Should the president be the subject of the written complaint, the vice president shall perform the duties normally assigned to the president in this matter.
- Penalties imposed for breach of the code of ethics may include, but are not limited to, the following:
 - Excluding the director from portions of all future meetings and discussions which relate to the stated conflict or interest, and/or
 - Censure of the director, in private, in public, or both, and/or
 - Removal of the director from office by a resolution passed by a vote of two-thirds of the board of directors at a special meeting of the not-for-profit organization's board of directors, provided that notice of such a proposed resolution is given to the board of directors.

I have read and I accept the code of ethics for the Arenac County Agricultural Society - Arenac County Fair.

Signature _____

Printed Name _____

Date _____