

Board of Directors

Code of Conduct

GFOA Alberta – Policy Manual

Policy Type:

Board of Directors

Number: 2.3.1

Policy Name:

Code of Conduct

Original Effective Date: May 6, 2020

Date of Last Amendment:

GFOA Alberta is committed to fostering an environment of respect, teamwork and effective decision-making. The items below have been determined as key points of conduct in an effort to preserve the core values and business principles that GFOA Alberta is founded upon, a list of expectations and actions has been compiled that have been classified to assist in the success of the Board of Directors (Board), Administration and Association as a whole, including but not limited to Task Force and Committee members.

- Review and conduct themselves in a manner that aligns with the adopted Code of Ethics Policy #
- Represent the broad interests of members and/or stakeholders.
- Refrain from trying to influence other Board members outside of Board meetings that might have the effect of creating factions and limiting free and open discussion.
- Be willing to be a dissenting voice, to build on other Board member ideas, or to offer alternative points of view as options to be considered and invite others to do so too.
- Once a Board decision is made, support the decision even if one's own view is a minority one.
- Not disclose or discuss differences of opinion on the Board with those who are not on the Board. The Board should communicate externally with "one voice".
- Respect the confidentiality of information on sensitive issues, especially in personnel matters.
- Disclose one's involvement with other organizations, businesses or individuals where such a relationship might be viewed as a conflict of interest.
- Not use their status as a member of the Board to obtain personal gain from those doing or seeking to do business with GFOA Alberta.
- Neither seek out nor accept gifts, payments, services, fees, special valuable privileges, pleasure or vacation trips, accommodations or loans from any person, organization or group that does or is seeking to do business with the Association.
- Refrain from giving direction, as an individual Board member, to Administration
- Respect all members and volunteers of GFOA Alberta.
- A signed agreement of the Code of Conduct for Board of Directors, Task Force or Ad Hoc members and administration is required annually.

GFOA ALBERTA CODE OF CONDUCT

Acknowledgement & Agreement

I, _____ acknowledge that I have read, understand, and agree to comply with the GFOA ALBERTA CODE OF CONDUCT policy. Further, I understand that if I violate the rules/procedures outlined in this Policy, I may face corrective action, up to and including removal from the Board of Directors, Task Forces, Committees or Administration termination.

I understand that this policy can be amended at any time.

Name: _____

Signature: _____

Date: _____

Witness: _____