

Policy to Address Conflict of Interest

Ratified 9/29/2016

A conflict of interest can exist where a board member (or a delegate of the board) is in a position of influence and where that influence may affect decisions of the board to pay for services to that board member or their spouse, parent or child.

Declaration

Declaration of potential conflict is the first and most important step in mitigating conflict of interest. To avoid conflict, board members (or delegates of the board) must declare that a conflict does or may exist before they enter into any communication relating to a decision for the society to pay for services to that board member or their spouse, parent or child.

Voting

Board of directors will vote and record in the minutes all decisions to retain paid personnel. Where such decisions have explicitly been delegated by the board to a sub-committee, board member or an executive working for the board, (in a paid or volunteer capacity), the minutes should record that that delegation has taken place and the delegate has been informed and will abide by the board's conflict of interest guidelines as follows.

Discussion and debate

No board member will decide or in any way influence any decision to pay services for that board member or their spouse, parent or child. No delegate of the board (or member of a delegated committee) will make any decision for the society to retain and pay for services, for themselves, their spouse, parent or child.

Where a board member, their spouse, parent or child is a candidate for a position where they will receive payment for services from the society, that board member cannot advocate for themselves, their spouse, parent or child. Board members in a position of conflict should excuse themselves from discussion preceding a vote by the board that specifically relates to the selection or decision to retain services involving themselves their spouse, parent or child. In no case may a board member participate in (or be present for) a vote that determines whether to pay that director their spouse, parent or child for services to the society.