



## **Board Member Code of Conduct**

*Reviewed and Adopted by the Board of Directors on October 14<sup>th</sup>, 2020*

### **POLICY STATEMENT**

The members of Fierté Sudbury Pride's Board of Directors are committed to the proper use of the authority conferred upon them by virtue of their office and shall act ethically, legally, and diligently.

### **SCOPE**

The present policy shall apply to the members of the organization's Board of Directors.

### **RESPONSIBILITIES**

- i. Members hold their office as volunteers and, as such, are not entitled to financial compensation in the exercise of their duties and responsibilities. They may, however, present requests for the reimbursement of legitimate expenses made in the exercise of their responsibilities.
- ii. Members must familiarize themselves with and abide by the organization's By-Laws, policies, and procedures.
- iii. Members shall strive to attend all meetings, events, and activities of the organization, barring extraordinary circumstances. They shall also commit to having familiarized themselves with the documentation pertinent to a meeting and be prepared for deliberations.
- iv. Members must avoid discrimination amongst each other and in external relations, in accordance with the organization's policies and with the legal frameworks under whose jurisdiction the organization is subject.
- v. Members, in the execution of their duties and responsibilities, shall demonstrate loyalty to the organization above all and not act upon a conflict of interest, whether real or perceived.
- vi. Members must avoid betraying the confidence placed in them as trustees of the organization by acting honestly and in good faith. They demonstrate, by their actions, a degree of diligence that a reasonable person may display in a similar position.

- vii. Members shall ensure the recruitment of new members to the Board, while also providing them with adequate preparation and ensuring the transfer of important documents and information.
- viii. Members shall acknowledge that they do not possess authority as individuals and cannot speak on behalf of the Board, except in those circumstances defined by the organization's By-laws and policies. Authority is vested in the Board as a whole and, as such, members are subject to its decisions and shall not publicly disagree with the stance taken by the organization.
- ix. Members must, annually, sign a Declaration of Consent (Appendix A), affirming their commitment to the present policy and recognizing the confidentiality of the Board's deliberations.

### **COMPLAINTS & REMEDIES**

A breach of the present policy deemed by the Board, in its sole discretion, to be severe enough, may trigger the processes for the removal of directorship and/or membership, as outlined in the organization's By-Laws and other policies.

### **REVIEW**

Fierté Sudbury Pride shall review this policy and procedures on an annual basis, or as required, and will make necessary adjustments to ensure that it meets the needs of all concerned.

### **ENQUIRIES**

Enquiries about this policy and related procedures can be made to the Chair or the Secretary.



## **ANNUAL DECLARATION OF CONSENT**

### **For Members of the Board of Directors**

#### **CONSENT**

I hereby consent to act as a Member of the Board of Directors of Fierté Sudbury Pride.

#### **CONFORMITY**

I confirm having read and understood the content of the organization's By-Laws and policies and commit to executing my duties and responsibilities in a manner which conforms to these documents, as modified from time to time.

#### **CONFIDENTIALITY**

I shall not divulge confidential information or details concerning the organization's affairs or those of its membership. Confidentiality applies to the deliberations of the Board of Directors and its committees, not to the decisions taken by those, unless otherwise determined, as these are of public interest. I understand that the obligation to not divulge confidential information is indefinite, extending beyond the end of my involvement with the organization.

#### **CONFLICTS OF INTEREST**

I hold an interest or stake, direct or indirect, in the following organization(s) and group(s), including those for which I am a Board Member or an executive:

\_\_\_\_\_

It should be assumed that I hold an interest in a contract or partnership concluded with the above entities. I recognize that this declaration does not replace my obligation to declare conflicts of interest should they arise during the execution of my duties.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date