

CIELITO LINDO DE TUBAC HOMEOWNERS ASSOCIATION
Code of Conduct Policy – Board of Directors

As a volunteer Director of the CIELITO LINDO DE TUBAC HOMEOWNERS ASSOCIATION, I agree to the following commitments while serving on the Board for the Association:

- A) To place the community's best interests above my own and to sustain an attitude when acting on behalf of the Association that positively promotes its goals and interests.
- B) To engage in lawful acts to the best of my ability, understanding that Board members are expected to comply with the governing documents of the Association and with applicable laws. This includes joining with the other Board members in seeking resources of information including any professional assistance when needed.
- C) To act in accordance with a Board member's legal duties when acting on behalf of the Association, and to avoid any appearance of impropriety, which includes acting ethically and in a businesslike manner.
- D) To accept the Board's decisions in choosing vendors and service providers, and to take direction from the Board at all times in dealing with outside vendors, including acting only through the appointed contact point-person to communicate with the vendors and service providers.
- E) To always demonstrate mutual respect for fellow Board Members and Members of the Association, even at times when I disagree with Board decisions, and to respect the decisions made by a majority of the Board, as I understand there may not be unanimous support for every action taken.
- F) To attend and participate in all Board meetings and communications to the best of my ability, to come to all meetings prepared to participate, and to become familiar with the agenda and any materials distributed to Board members beforehand
- G) To the extent email is used as a means of Board communication, to refrain from having secret communications with fewer than all Board members unless there is a situation that dictates discretion because of potential misuse of information or leaks of confidential information by any Board member.
- H) To maintain confidentiality with respect to matters discussed in a closed meeting of the Board.
- I) To allow other Board members a reasonable opportunity to speak at meetings without interruption, threats, or harassment.
- J) To respect parliamentary procedure at all meetings, to refrain from speaking out of turn, to keep my temper, and to excuse myself if I cannot maintain this respect.
- K) To do my best to ensure that the Association and the Community are well managed and fiscally well protected.

Updated 12/08/2020

Board Approved: December 14th, 2020