

Columbia Park Neighborhood Conflict of Interest Policy

(enacted 11-21-2016)

CONFLICT OF INTEREST STATEMENT

A. A member who receives any direct or indirect benefit (financial or other), or who works for or serves on the Board of Directors of any organization, project, or development that is being considered by the CPNA, or any of the CPNA's task forces or committees, in Board of Directors, or membership must declare that affiliation and must abstain from discussion of or voting on any related issues. A conflict of interest is deemed to exist if the person is a member of the same immediate family (spouse, son, daughter, father, mother, brother, or sister) of the beneficiary of any action of the CPNA.

B. DISCLOSURE PROCEDURE FOR A CONFLICT OF INTEREST A disclosure of conflict of interest must be made in writing to members of the CPNA Board of Directors and any associated committees or task forces. It must describe the matter requiring an action or decision and the nature of the conflict of interest. Formal disclosure is required even if the nature of the conflict is already known to others.

Only if this conflict of interest has been fully disclosed may the member address the committee or board regarding the matter, and only to the extent that other members of the community are allowed to participate. The member may not vote on the matter or participate in committee or task force or board discussion regarding the issue.

In the case where it appears that a conflict of interest may exist, the member in question shall first have opportunity to perform the above disclosure procedures. If there are any complaints regarding the alleged conflict of interest, they shall be addressed by following the approved grievance procedure in the bylaws of the CPNA.