

\*Model Code of Ethics for Community Association Board Members\*

This model code of ethics is not meant to address every potential ethical dilemma encountered by a community association board member, but is offered as a basic framework that can be modified and adopted by any common-interest community.

**Board members should:**

- Strive at all times to serve the best interests of the association as a whole regardless of their personal interests.
- Use sound judgment to make the best possible business decisions for the association, taking into consideration all available information, circumstances, and resources.
- Act within the boundaries of their authority as defined by laws and the governing documents of the association.
- Provide opportunities for residents to comment on decisions facing the association.
- Perform their duties without bias for or against any individual or group of owners or non-owner residents.
- Disclose personal or professional relationships with any company or individual who has or is seeking to have a business relationship with the association.
- Conduct open, fair and well-publicized elections.
- Always speak with one voice, supporting all duly adopted board decisions even if the board member was in the minority regarding actions that may not have obtained unanimous consent.

**Board members should not:**

- Reveal confidential information provided by contractors or share information with those bidding for association contracts unless specifically authorized by the board.
- Make unauthorized promises to a contractor or bidder.
- Advocate or support any action or activity that violates a law or regulatory requirement.
- Use their positions or decision-making authority for person gain or to seek advantage over another owner or non-owner resident.
- Spend unauthorized association funds for their own personal use or benefit
- Accept any gifts, directly or indirectly, from owners, residents, contractors or suppliers.
- Misrepresent know facts in any issue involving association business.
- Divulge personal information about any association owner, resident or employee that was obtained in the performance of board duties.
- Make personal attacks on colleagues, staff or residents.
- Harass, threaten or attempt through any means to control or instill fear in any board member, owners, resident, employee or contractor.
- Real to any owner, resident or other third party, the discussions, decisions and comments made any meeting of the board properly closed or held in executive session.

\*The Elections Committee has enclosed this document as a resource for our election process. It is hoped that it is useful to both voters and candidates and will provide some insight to probable roles and responsibilities of board members.