

Monadnock Humane Society

BOARD MEMBER CONFLICT OF INTEREST POLICY

Effective on March 31, 2022 (A copy of this policy, whenever updated, must be sent to the NH Charitable Trust Unit)



1. **Purpose:** To ensure that no member of MHS' Board of Directors or their families shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation with MHS. (Family is defined as any person who is related by blood or marriage, or a committed life partner and their family.)
2. **Effective Date:** These Policy Guidelines shall become effective in May, 2009. Revised on March 31, 2022.
3. **Review and Amendments:** The Governance Committee shall be responsible for review of this policy and making recommendations for amendments. This policy shall be reviewed at least annually or whenever it becomes inconsistent with state or federal laws. Any amendments shall be written and submitted to the Board to be placed on the agenda for discussion and approval at the next Board meeting.
4. **Review and Resolution Process:** The Governance Committee shall be responsible for review of this signed document and for making a determination for possible conflicts. If there are any possible conflicts found, a Governance Committee member shall contact the board member for clarification and will report back to the Governance Committee for further discussion and remedies.
5. **Requirements**
 - a. Each individual shall disclose to MHS any personal interest, which he or she may have in any matter pending before MHS and shall refrain from participation in any decision on such matter.
 - b. Any member of the MHS Board who is a staff member of a loan agency shall identify his or her affiliation with such agency and shall not participate in any discussion or decision affecting that agency.
 - c. Any member of the MHS Board shall refrain from obtaining/utilizing any list of MHS customers, donors, or board members for personal or private solicitation purposes at any time during the term of their affiliation or after their association with the Board.
 - d. Any Board Member who participates in practices deemed unacceptable based on the descriptions above will be subject to disciplinary action, up to and including possible removal from the board and legal action.
6. At this time, I am a Board member, a committee member or an employee of the following organizations:

7. **THIS IS TO CERTIFY that I, except as described below, am not now nor at any time during the past have been:**
 - a. A participant, directly or indirectly, in any arrangement, agreement, investment, or other activity with any vendor, supplier, or other party; doing business with MHS which has resulted or could result in personal benefit to me.
 - b. A recipient, directly or indirectly, of any salary payments or loans or gifts of any kind or any free service or discounts or other fees from or on behalf of any person or organization engaged in any transaction with MHS.
 - c. Any exceptions to 1 or 2 above are stated below with full description of the transactions and of the interest, whether direct or indirect, which I have (or have had during the past year) in the persons or organizations having transactions with the MHS.

Signature

Date

Printed Name