

Champlain Valley Skating Club Conflict of Interest Policy and Procedure

Purpose:

It is the purpose of this policy to avoid real or perceived conflicts of interest by members in a decision making position or authority.

Policy:

No member of the Champlain Valley Skating Club Board of Directors or any of its committees or advisory councils shall participate in any discussion or vote on any matter in which he or she or a member of his or her immediate family has a potential conflict of interest. A conflict of interest is defined as any real, potential, or perceived gain regarding a significant matter outside the routine discussions and decisions of the board. For example, decisions involving ice rates and times, and making and reviewing financial decisions are routine board decisions.

Procedure:

- When such a situation presents itself, the director or committee member must announce his or her potential conflict, disqualify him or herself, and be excused from the meeting until discussion is over on the matter involved.
- The Chair of the meeting is expected to make inquiry if such conflict appears to exist and the board member has not made it known.
- If the member in question still does not step down voluntarily, a majority vote of the remaining members will decide if the member has a conflict of interest as described above and will then step aside from the discussion and any vote on the matter if such vote finds that a conflict exists.