

The page features a decorative graphic consisting of several overlapping circles in various shades of blue, arranged in a diagonal line from the top right towards the bottom right. Two thin, light blue lines intersect to form a large 'V' shape that frames the text on the left side of the page.

NSCNA - CODE OF CONDUCT

Building healthy communities through open,
honest communications

Principles, values, standards, or rules of behavior that guide the decisions, procedures and systems of NSCNA in a way that (a) contribute to the welfare of its key stakeholders, and (b) respect the rights of all constituents affected by its operations.

Approved by NSCNA Board of Directors
8/26/2008

NORTH SALMON CREEK NEIGHBORHOOD ASSOCIATION
Code of Conduct and Ethics for
Board Members, Officers and other volunteer Community Leaders

WHEREAS, the Bylaws of North Salmon Creek Neighborhood Association have delegated the authority and responsibility to govern the operations of the Neighborhood Association to its Board of Directors, and

WHEREAS, the Board of Directors is responsible to appoint mid-term vacancy officers and committee members, and to solicit/involve other volunteers, and

WHEREAS, the Board has the fiduciary duty and responsibility to set a standard and level of behavior that is in the best interests of the entire community,

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors of North Salmon Creek Neighborhood Association hereby adopts the following code of conduct, standards of behavior, ethical rules and procedures that are applicable to all Board members, officers, committee members and other volunteers serving the community (together, the “Neighborhood Leaders”):

- 1) Neighborhood Leaders will use their best efforts at all times to make decisions that are consistent with high principles and best interests of the overall Neighborhood Association.
- 2) Neighborhood Leaders will seek to protect and enhance the livability, safety and property values, including maintaining and supporting the unique character of Salmon Creek and its neighborhoods
- 3) No Neighborhood Leader shall receive any compensation for serving on behalf of the Association, except for expense reimbursements approved by the Board of Directors in accordance with the NSCNA Expense Reimbursement Policy.
- 4) It is the responsibility of all Neighborhood Leaders to avoid even the appearance of impropriety and to disclose any potential conflict of interest, to recuse themselves from Board or other decisions that relate exclusively or primarily to themselves, and to abstain from votes to approve supplier contracts in which they are the contractors or are employees or family of the contractors. (NOTE: nothing in this provision prohibits using Neighborhood Leaders for goods and services.)
- 5) No Neighborhood Leader shall solicit or accept, directly or indirectly, any gifts, gratuity, favor, entertainment, loan, or any other thing of monetary value made with the intent of influencing a decision or action on any official matter, or from a person who is seeking to obtain contractual or other business influence or financial relations with the Neighborhood Association.
- 6) Unless approved by the Board, no promise of anything shall be made to any merchant, benefactor, subcontractor, supplier, or contractor.

- 7) Confidentiality of all association members' and residents' personal lives shall be respected and protected by Neighborhood Leaders.
- 8) Language at Board meetings and other meetings will be kept professional. It is understood that differences of opinion will exist. They should be expressed in a clear and business-like fashion, and will be noted in the minutes of such meetings.
- 9) No Neighborhood Leader shall engage in any writing, publishing, or speech making that defames any other member of the Board, Community Leader, or County staff. Personal attacks against Board members, or other Community Leaders, are prohibited and are not consistent with the best interests of the community.
- 10) No Neighborhood Leader will knowingly misrepresent facts to the residents of the community for the sole purpose of advancing a personal cause or influencing the community to place pressure on the Board to advance a personal cause.
- 11) No Neighborhood Leader serving the community may use his/her position to enhance his/her financial status through the use of certain contractors, merchants or suppliers or by advocating Association policies that benefit themselves but are not consistent with the interests of the overall community.
- 12) No Neighborhood Leader will seek to have a contract implemented or present public opinion as the Neighborhood's viewpoint that has not been approved by the Board or general membership.
- 13) Existing and future Neighborhood Leaders, including persons running for election to the Board of Directors will be given a copy of this Code of Conduct and will be asked to sign that they have received it, have read it and agree to abide by it. (See exhibit A below)

VIOLATIONS

A policy has been established for volunteers or board members to identify suspected violations of policies, laws, or ethics to the President of NSCNA with guaranteed anonymity and no retaliation. If the President is the offending officer then the Vice President will be the contact point. If resolution cannot be accomplished through open dialogue at an executive session of the board then Clark County Mediation services will be engaged.

The resolution is ratified this 26th day of August, 2008 at an open Board meeting where a quorum of the Board was present and will become effective immediately.

President: *Barbara Anderson*

Date: 8/26/2008

Secretary: *Larry Gentry*

STATEMENT:

I have received, read and agree to abide by the Code of Conduct of the NSCNA.

Name: _____

Signature: _____

Office: _____

Date: _____

Exhibit A

GLOSSARY

Community	The definition of Community will change in relation to the activity. In some cases it will define the NSCNA area, other times it may refer to collaborative efforts of NSCNA with one or multiple adjacent Neighborhood Associations, or the even larger community of Clark County.
Constituents	Constituents of the NSCNA equates to individuals that are eligible for membership in the NSCNA; all home owners, renters, businesses residing within our boundaries and owners or managers of rental property or businesses located within our boundaries.
Key Stakeholder	In most cases key stakeholders will be our constituents. There are times where dependent on the activity a key stakeholder may be all or part of Clark County staff, elected officials, service providers, other NA's, or in the case of the Parks even the children of our residents.