



SAMHA BOARD MEMBER AGREEMENT - GENERAL

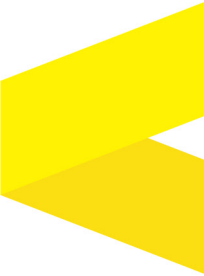
The provisions of this Policy are intended to **complement** the Bylaws and Policies of the Association.

RESPONSIBILITIES

Directors & Officers

A Director or Officer of SAMHA will at all times bear the additional responsibilities to:

- a) Be informed of the documents under which the SAMHA operates, including its Bylaws, mission, values, codes of conduct, and policies; support the objectives of the Association;
- b) Exercise respect, care, diligence and skill in dealing with other Board members, the SAMHA staff and all members and communicate with fellow Directors, Officers and staff in a respectful and appropriate manner;
- c) In the performance of volunteer duties, not be influenced by self-interest, outside pressure, the expectation of reward or the fear of criticism;
- d) Demonstrate good faith, prudent judgment, transparency and openness;
- e) Act with honesty and integrity with zero tolerance for bullying, threats, and/or violence towards others;
- f) Bring credibility and goodwill to the Association;
- g) Comply with all other codes and policies of the Association and its governing bodies;
- h) Ensure that the financial affairs of the Association are conducted in a responsible and transparent manner with due regard for fiduciary responsibilities and public trusteeship;
- i) Exercise vigilance for and declare any apparent or real personal conflict of interest;



- j) Maintain confidentiality of Board of Director meetings;
- k) Attend Board meetings, serve on committees of the Board, and become an active participant in a board that functions effectively as a whole.

CONFLICT OF INTEREST POLICY

Integrity

These Conflict of Interest Guidelines are intended to ensure the highest standards and maintenance of integrity. All members that undertake a volunteer role in the Association shall act at all times in the best interests of the SAMHA, placing the interests of the SAMHA and the children ahead of any personal interest or the interest of any other person or entity. It also means performing volunteer duties and transacting the affairs of the SAMHA in such a manner that promotes public confidence and trust in the integrity, objectivity and impartiality of the minor hockey in St Albert.

To meet this high standard, all SAMHA volunteers should be on alert for any conflicts or perceived conflict. This policy is designed to help SAMHA Directors, Officers and volunteers to identify situations that present conflicts or perceived conflicts, and provide a procedure to manage such conflicts.

Definition of Conflict of Interest

- a) A conflict of interest may be real, potential or perceived in nature.
- b) A real conflict of interest arises where a member has a private or personal interest, for example, a close family connection or financial interest.
- c) A perceived or apparent conflict of interest may exist when a reasonable well-informed person, has a reasonable belief that a member has a conflict of interest, even if there is no real conflict.
- d) Full disclosure, in itself, does not remove a conflict of interest.

Examples of Conflict of Interest



- a) Any circumstance that may result in a personal or financial benefit to a member or their family, business associate or friend. This includes, but is not limited to, accepting any payment or personal benefit for services rendered to SAMHA, its members, or suppliers in relation to the activities of the Association.
- b) Being a member of the Board or staff of another entity or organization which might have material interests that conflict with the interests of the Association or its members.
- c) Being directly or indirectly involved in a decision affecting the outcome of their own child, including making a decision that would or could affect their own child during the evaluation process; or making a decision concerning who will Head Coach their own child.

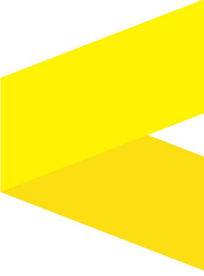
Gifts, Hospitality and Financial Benefit

No Director, Officer or volunteer of the Association shall;

- a) Directly or indirectly offer or accept cash payments, gifts, gratuities, privileges or other personal rewards, which are intended to influence the activities or affairs of SAMHA and/or team budgets.
- b) Directly or indirectly receive any profit from their position. The conflict of interest policy shall not apply to members who volunteer for roles with SAMHA where such payments are approved by SAMHA Board of Directors. Payments include, but are not limited to, honorariums, reimbursement of costs incurred to undertake the volunteer position.

Conflict of Interest Disclosure

- a) Members of the Board must openly disclose a potential, real or perceived conflict of interest as soon as the issue arises and before the Board or its committees deal with the matter at issue.
- b) If the Member is not certain whether they are in a conflict of interest position; they must disclose the facts and the Board will determine by majority vote if a conflict exists.



CONFIDENTIALITY

Confidential Information

It is the responsibility of Directors and Officers to maintain the confidentiality of Board meetings and respect the time-line for the disclosure of decisions and updated policies to the membership. Directors and Officers must, both while having and after ceasing to have that status, treat all information as confidential regarding the policies, internal operations, systems, business or affairs of the Association obtained by reason of their status as a Director or Officer and not generally available to the public.

A Director or Officer shall not use information obtained as a result of their involvement on the Board for personal benefit. Each Director or Officer shall avoid activities which may create appearances that they have benefited from confidential information received during the course of their duties as a Director or Officer.

Name: _____

Position: _____

Signature: _____

Date: _____