

Delta Association of Realtors® Board of Directors Code of Conduct

As a member of the Board of Directors of the Delta Association of Realtors, I will:

- ❖ Listen carefully to my Board colleagues
- ❖ Respect the opinion of fellow Board members
- ❖ Respect and support majority decisions on the Board
- ❖ Recognize that all authority is vested in the full Board when it meets in legal session
- ❖ Keep abreast of developments relevant to issues that may come before the Board
- ❖ Participate in Board meetings and actions
- ❖ Bring to the attention of the Board any issues I believe will have an adverse impact on the Board and the businesses we serve
- ❖ Attempt to understand and interpret the needs of those we serve to the Board, and interpret the actions of the Board to those we serve
- ❖ Refer perceived complaints or problems through the Executive Officer of the Board
- ❖ Be an advocate for all of the real estate community
- ❖ Recognize that my job is to ensure the Board is well managed, not to manage the Board
- ❖ Consider myself a “trustee” of the Board and do my best to ensure that it is well maintained, financially secure, growing and always operating in the best interest of the business community
- ❖ Always work to learn how to do my job better
- ❖ Declare conflicts of interest between my personal life and my position on the Board of Directors, and abstain from voting or discussion when appropriate

As a member of the Board of Directors, I will not:

- ❖ Criticize fellow Board members or their opinions, in or out of the Board room
- ❖ Use the Board for my personal advantage or that of my friends or relatives
- ❖ Discuss the confidential proceedings of the Board outside of the Board room
- ❖ Promise before a meeting how I will vote on an issue
- ❖ Interfere with the duties of the Executive Officer or undermine the Executive Officer’s authority with staff members.

Harassment of Board staff members in connection with their work by Association members or outsiders may also be a violation of this policy. Any such harassment should be reported immediately and appropriate action will be taken.

Harassment of Association members by Board members or staff is also prohibited.

Violations of this Code of Conduct may result in disciplinary action, as defined in the code of ethics and arbitration manual, including the removal of a Board member from office or the termination of a staff member’s employment.

Signature & Date

Printed Name

Delta Association of Realtors®

Conflict of Interest

Conflict of Interest Policy

Officers, Board Members and staff will be required to annually sign a conflict of interest form. Additionally, all real or perceived conflicts of interest will be brought to the attention of the level of authority necessary for consideration, resolution and direction.

Conflict of Interest Form

I have been informed of the Delta Association of Realtors® policy and agree to bring to the attention of the proper level of authority any real or perceived conflicts of interest that may arise during the course of my tenure with the organization.

Such conflicts include, but are not limited to, personal and professional affiliations, business dealings or dealings with other Boards. Additionally I agree to abide by the direction and decision rendered by the Delta Association of Realtors®.

ACKNOWLEDGMENT OF RECEIPT:

I acknowledge that I have received a copy of the Delta Association of Realtors® Conflict of Interest Policy, its Code of Conduct for Board of Directors and staff, and that I am responsible for reading and following it.

SIGNATURE AND DATE

PRINTED NAME