



CONFLICT-OF-INTEREST POLICY

Rowan-Cabarrus YMCA

WHEREAS, there exists between Directors, Officers, Trustees, Employees, and the YMCA, which carries with it a duty of loyalty and fidelity; and

WHEREAS, it is the responsibility of Directors, Officers, Trustees, and Employees of a corporation to administer its affairs honestly and economically, exercising their best care, skill, and judgment for the benefit of the corporation; and

WHEREAS, it is also the responsibility of Directors, Officers, and Trustees of a corporation to make full disclosure of any interest which might result in a conflict on their part. The Board of Directors makes a like requirement of an employee and forbids any material conflict of interest on the part of an employee (including an officer who is also an employee); and

WHEREAS, it is deemed to be timely and appropriate to adopt a Policy of Conflict-Of-Interest for the guidance of the Directors, Officers, Trustees, and Employees so as to assure adherence to the aforementioned policy and avoidance of conflicts of interest;

NOW, THEREFORE, the Board of Directors of the YMCA hereby adopts the following Conflict-Of-Interest policy:

1.0 RESOLVED:

- 1.1 Directors, Officers, Trustees, and Employees should exercise the utmost good faith in all transactions touching upon their duties to the YMCA and its property. In their dealings with and on behalf of the YMCA, they are held to a strict rule of honest and fair dealing between themselves and the YMCA. He/she shall not use their positions, or knowledge gained there from, so that a conflict might arise between the YMCA's interest and that of the individual.
- 1.2 All acts of Directors, Officers, Trustees, and Employees shall be for the benefit of the YMCA of any dealing which may affect the YMCA adversely.
- 1.3 No Director, Officer, Trustee, or employee shall accept any favor that might influence his/her actions affecting the YMCA.
- 1.4 Directors, Officers, Trustees, and Employees shall avoid any activity, investment, or other interest that might involve obligations that may compete with or conflict with the interests of the YMCA.
- 1.5 A full written disclosure by every Officer and Employee of all facts of any transaction, which is subject to any doubt concerning the possible existence of a conflict of interest by the Officer or Employee, shall be made to the members of the Board of Directors or Executive Committee of the YMCA before consummating the same.

2.0 GUIDELINES, DISCLOSURE OF INTERESTS:

A Conflict-Of-Interest may be considered to exist in those instances where the actions or activities of an individual on behalf of the YMCA also involve (a) the obtaining of an improper gain or advantage; (b) an adverse effect on the YMCA's interest; or (c) the obtaining by a third party of an improper gain or advantage. Conflicts of interest can arise in other instances. While it is impossible to list every circumstance giving rise to a possible conflict of interest, the following will serve as a guideline to the types of activities that might cause conflicts and which should be fully reported to the YMCA.

2.1 INTERESTS

- 2.1.1 Holding by a Director, Officer, Trustee, or Employee (including an officer who is an employee) directly or indirectly, of a position or of a material financial interest in excess of \$1,000 in any outside concern. (1) from which the YMCA secures goods or services (including the services of buying or selling stocks, bonds, or other securities, or (2) which provides services competitive with the YMCA.
- 2.1.2 Competition with the YMCA by an individual, directly or indirectly, in the purchase or sale of property or property rights or interest.

3.1 OUTSIDE

- 3.1.1 Rendition by an individual of directive, managerial, or consultative services to any outside concern, other than a non-profit 501 (c) (3) corporation, which does business with, or is a competitor with, the services of the YMCA.
- 3.1.2 *[Applicable only to employees, including officers who are employees]*. Participation by an individual in any activity (whether for personal profit or incident to industry, civic, or charitable organization affairs) if it is likely to involve continued and unreasonable use of the individual's time during normal business hours.

4.1 GIFTS, GRATUITIES, AND ENTERTAINMENT

- 4.1.1 Acceptance by an individual of gifts, excessive or unusual entertainment, or other favors from any outside concern which does or is seeking to do business with, or is a competitor of, the YMCA under circumstances from which it might be inferred that such action was intended to influence the individual in the performance of his duties. This does not include the acceptance of items of nominal or minor value, which are of such a nature as to indicate that they are merely tokens of respect or friendship and not related to any particular transaction or YMCA activity.

5.1 INSIDE INFORMATION

- 5.1.1 Disclosure or use of YMCA information for the personal profit or advantage of the individual or anyone else.

3.0 Conflict-Of-Interest Questionnaire

Preliminary Note: To be more comprehensive, this Questionnaire requires you to provide information with respect to certain parties that are related to you. For purposes of this Questionnaire, these persons are termed "Affiliated Persons" and include the following:

- (a) any immediate family member;
- (b) any corporation or organization of which you are an officer or a partner or are, directly or indirectly, the beneficial owner of 10 percent or more of any class of equity securities; or
- (c) any trust or other estate in which you have a substantial beneficial interest or as to which you serve as a trustee or in a similar capacity.



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Conflict-Of-Interest Questionnaire

Name: _____ Professional Title: _____

Have you or any of your Affiliated Persons provided services or property to the YMCA, or purchased services (excluding YMCA membership, program participation, food or supplies, and donations to the YMCA) or property from the YMCA in the past year, or is any arrangement in existence for the foregoing more than \$1,000 annually. ☐ No ☐ Yes

If yes, please describe the arrangement(s): _____

Please indicate whether you or any of your Affiliated Persons had, have, or will have any direct or indirect interests in any transactions not described in your response to the question above, to which the YMCA was, is, or is proposed to be a party.

☐ None ☐ One ☐ More than One

Description of Interests: _____

I hereby confirm that I have read and understand the Conflict-of-Interest Policy of the Rowan-Cabarrus YMCA and that my responses to the above questions are complete and correct.

Signature

Date

Place of Employment

ROWAN-CABARRUS YMCA

East Rowan | Harrisburg | Kannapolis | Salisbury | South Rowan | West Cabarrus