

Walnut Ridge Homeowners Association Board Code of Ethics, Behavior and Conduct

WHEREAS, the Board of Directors (“Board”) of the Walnut Ridge Homeowners’ Association (“Association”) serves on behalf of the community and has the responsibility to make decisions for the benefit of the community, and

a code of ethics and standards of behavior are desired and published to maintain a high standard of conduct in the performance of the Association’s business, and to ensure that the Association’s members share an understanding of the code and standards to maintain confidence in and respect for the Board.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of the Association hereby adopts the following ethical rules, standards of behavior and rules of conduct applicable to all Board Members.

Ethical Rules:

1. Board Members serve for the benefit of the entire community, and shall, at all times, strive to do what is best for the Association as a whole. Board Members will use their best efforts at all times to make decisions consistent with high principles, and to protect and enhance the safety and property value of the residents. Board Members shall not use their positions as such for private gain.
2. No Board Member shall solicit or accept, directly or indirectly, any gift, gratuity, favor, entertainment, loan, or any other thing of monetary value from a person who is seeking a contractual or other business or financial relationship with the Association.
3. No Board Member shall use the resources of the community, such as legal or financial resources, to enhance or protect their private interests.
4. No Board Member shall seek preferential treatment by the Board, any of its committees, or any contractors or suppliers.
5. No Board Member shall willingly misrepresent facts to advance a personal cause or influence the community to advance a personal cause.
6. No Board Member shall use his or her position to enhance his or her financial status through the use of certain contractors or suppliers.
7. Board members are expected to recuse themselves from participation in any Board business where they have a personal conflict of interest. Board members are not expected to participate in business decisions that will provide them or their family with personal gain or advantage.
8. Board Members shall use their best efforts at all times to make reasonable, fair and unbiased decisions that promote equitable treatment of all homeowners and are

consistent with the Master Deed, Bylaws and other governing documents of the Association, and to be familiar with all such documents.

Standards of Behavior and Rules of Conduct

1. Board Members shall hold themselves to the highest standards as members of the Association, and shall in all ways comply with the provisions of the Association's governing documents.
2. Board Members shall at all times work within the Association's framework and abide by the system of management established by the Association's governing documents and the Board. The Board shall act upon decisions duly made, and no Board Member shall act unilaterally or contrary to such decisions. Toward that end, no Board Member shall seek to have a contract implemented that has not been duly approved by the Board, nor promise anything not approved by the Board to any contractor, supplier or otherwise.
3. Board Members shall conduct themselves at all meetings, including board meetings, annual meetings of the members, and committee meetings, in a professional and businesslike manner. Personal attacks against other Board Members, Association members, residents, officers, management, or guests are not consistent with the best interests of the community and will not be tolerated. Language at meetings shall be maintained at a professional level. Though differences of opinion are inevitable, they must be expressed in a professional and businesslike manner.
4. Board Members shall at all times maintain the confidentiality of all legal, contractual, personnel, and management matters involving the Association. Board Members shall also maintain the confidentiality of the personal lives of other Board Members, Association members, residents and management staff.
5. No Board Member shall make any presumption of guilt or liability of any co-owner or community member, regarding violation of a bylaw or community rule, before a review and discussion of all pertinent facts is complete.
6. Board Members shall immediately disclose to the Board any perceived or potential conflict of interest regarding any aspect of the business operations of the Association.
7. Board Members shall refrain from defaming anyone in the community. Board Members shall not engage in defamation, by any means, of any other Board Member, Association member, resident, or management staff member. The Association shall deem any Board Member who engages in defamation to be acting outside the scope of his or her authority as a Board Member.
8. Board Members shall not in any way harass, threaten, or otherwise attempt to intimidate any other Board Member, Association member, or resident. The Association shall deem any board Member who harasses, threatens, or otherwise

attempts to intimidate other Association members or residents to be acting outside the scope of his or her authority as a Board Member.

9. No Board Member shall interfere with the duties of management staff or any contractor executing a contract in progress. All communications with contractors must go through one designated Board Member or management, or must otherwise be in accordance with Board policy.
10. Board members will follow a policy of open communication inviting Association member input wherever appropriate. Consistent with this policy, board members will make themselves reasonably and consistently accessible to the Association members.

Dated and adopted by unanimous vote of the Board this 18th day of June, 2008.

Each new board member will be asked to review this code of ethical rules, standards of behavior and rules of conduct, and voice agreement or disagreement with such. The new board member's declaration of agreement or disagreement will be included in board records and shared with the Association members.