

# Candlewood Shores Tax District

## Board of Directors

### Code of Conduct and Ethics

**The Candlewood Shores Tax District Board of Directors hereby adopts the following Code of Conduct and Ethical Standards:**

1. It is the fiduciary duty of the Members of the Board to act in the best interests of the community.
2. Members of the Board will exercise reasonable business judgment when making decisions on behalf of the community.
3. It is the responsibility of the Members of the Board to maintain, protect, preserve, and improve the common elements in my community.
4. Members of the Board must balance the needs and obligations of the community with those of individual owners and residents.
5. Members of the Board understand the importance of having satisfactory attendance at Board Meetings.
6. Members of the Board will take the proper initiatives to identify safety hazards and excessive liabilities and act to correct such hazards and minimize such liabilities through risk control measures.
7. Members of the Board shall understand their role as volunteers and not seek or receive any compensation or direct personal benefit from their position on the Board, including direct pay
8. from the community, vendors, or any free
9. or discounted services from the community or its vendors due to Board Member influence.
10. Members of the Board shall understand that individual statements and opinions may be misinterpreted as representative of the Board. Therefore, Board Members will be cautious about the audience in which they state their own particular points of view.
11. Members of the Board shall not act in an individual capacity in situations where they are not authorized to do so by the Board.
12. Board Members will maintain the confidentiality of personal information of homeowners and residents.
13. Members of the Board are to conduct themselves professionally at all Board Meetings, Annual Meetings, Special Meetings, and any other Board related meetings, including Committee meetings.
14. Board decisions are made by majority vote. Members of the Board will not publicly disagree, challenge, or speak negatively about a decision made by the Board.
15. Board Members are not to place themselves in situations that could create a conflict of interest. Conflicts of interest must be disclosed to the Board.
16. Board Members who are personally involved as a homeowner in a Board decision (violation complaint, modification approval, repair situation, etc.), shall abstain from voting on such decision.
17. Board Members shall undertake only those responsibilities that they are capable of, qualified for, and have the ability to perform.
18. All existing and future Members of the Board shall be provided with, understand, and agree to abide by this agreement by their signature below.

AGREED:

As a Member of the Candlewood Shores Tax District Board of Directors, I hereby understand and agree to abide by the Code of Conduct & Ethics as stated above.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_