

THE LANDINGS ASSOCIATION
CODE OF CONDUCT
FOR COMMITTEE MEMBERS

A. Purpose

The Board has a fiduciary responsibility to ensure that conduct of all committees and members conform to acceptable standards of the community. This code of conduct seeks to ensure that, in discharging their duties and responsibilities, TLA committees and committee members embrace standards of conduct that advance the interests and wellbeing of all Landings residents. Through adherence to these standards, TLA will earn and maintain the confidence and respect of the Landings Community.

B. Code of Conduct

1. Integrity

- At all times, act with honesty and Integrity, and comply with all laws and regulations, in all TLA matters.
- Act professionally and collegially in all TLA matters, including TLA meetings, and refrain from attacking or impugning the reputation or integrity of fellow residents and TLA staff.
- Respect the different roles and opinions of committee members, fellow residents and TLA staff and respect and support the majority voice of the committee.
- Use best efforts and be honest, fair and consistent in all committee work, always with the best interests of the community in mind.
- Attend, and prepare diligently for, meetings and activities regarding matters before the committee.
- Avoid inappropriate interference with activities of TLA staff

2. Conflict of Interest

- Ensure that all personal actions are free from conflict with the TLA interests.
- Do not accept anything of value for service as a member of the committee or that could influence, or appear to influence, any action respecting a TLA matter.

3. Confidentiality

- Protect the confidential and proprietary information of TLA, including such information of other parties in the possession of TLA, and do not use such information except for the benefit of TLA.
- Unless otherwise approved for release to the public by TLA, protect and treat as confidential to TLA 1) any discussions, comments, opinions and decisions made at any Board or TLA committee meeting not open to the public and 2) any communication (including email communications) between or among Board or TLA committee members relating to TLA matters and not clearly intended for dissemination beyond the Board or TLA committee.
- Do not electronically record the proceedings of any Board or TLA committee meeting not open to the public.

DECLARATION: I HAVE READ, AND WILL COMPLY WITH, ALL TERMS OF THIS CODE OF CONDUCT.

DATE

PRINTED NAME

SIGNATURE