



Stephenson County Fair Association

Conflict of Interest Policy

IT IS RESOLVED by Stephenson County Fair Association that the following policy shall be hereby adopted and implemented by this organization as its policy relating to conflicts of interest by Board members, Officers, Staff members and Committee/Volunteer members.

All Board members, officers, staff members, and committee/volunteer members of Stephenson County Fair Association shall avoid any conflict between their own personal or professional interests and the interests of the fair association in any actions taken on behalf of this organization.

A conflict of interest ("Conflict") may exist when the interests or concerns of any Director, officer, or staff member ("Interested Person"), or said person's immediate family, or any party, group or organization to which an Interested Person belongs or is affiliated, may be seen as competing with or adverse to the interests or concerns of Stephenson County Fair Association or its affiliates. Such conflicts include, but are not limited to, direct or indirect financial gain or loss, or significant non-financial benefit to be derived from an arrangement or transaction with this organization.

Any possible Conflict shall be disclosed promptly to the Board of Directors by the Interested Person.

If such Conflict is relevant to a matter requiring action by the Board of Directors, the Interested Person shall inform the Board, or its committee, and the Interested Person shall not vote on the matter. The Interested Person shall not be present in the room in which the Board is meeting, and shall not participate in the final discussion or decision regarding the matter under consideration.

The Interested Person shall provide the Board (or committee) with all relevant information relating to the Conflict, provided such disclosure does not violate any legal duty owed by the Interested Person or violate any law, regulation or court order. When there is doubt as to whether a Conflict exists, the Board shall vote to resolve the issue, excluding the Interested Person's vote.

The minutes of the Board or committee meeting shall reflect that the Conflict was disclosed and that the Interested Person was not present during the final discussion and decision, and did not vote on the matter.

A Conflict of Interest Statement, substantially in the form attached, shall be provided promptly to each board member, officer, staff member, and committee/volunteer member and a copy shall be provided annually during each person's term of service.



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Name: _____

Position: _____

I have read and understand the Stephenson County Fair Association Conflict of Interest Policy provided to me, and agree to abide by the terms stated in the Policy.

I also agree to disclose to the Stephenson County Fair Association Board of Directors those affiliations or relationships that create a potential conflict of interest. I have listed all potential conflicts of interest currently known to me below. I further acknowledge and accept my ongoing duty to review situations and transactions as they occur, and to disclose any future possible conflicts of interest with the Stephenson County Fair Association to its Board of Directors or its Executive Committee.

Signature

Date

Adopted 06/22/2017