

Maine Island Trail Association Conflict of Interest Policy

Charitable, nonprofit corporations such as Maine Island Trail Association which are mandated to serve broad public purposes using money and resources donated and gathered from the general public must be very careful when they deal with conflict of interest issues. It is highly improper for any member of the board or staff person to act in a way which benefits his/her own interests over that of the corporation, and it is important that not even an appearance of an improper conflict of interest arise.

What is a conflict of interest? A conflict of interest – or the appearance of a conflict of interest – is any situation in which 1) a member of the board, or 2) a staff person, or 3) a member of the family of a board member or staff person, or 4) another organization in which any of the above have an interest benefits from a decision of the charitable corporation by virtue of his/her position with that corporation.

When a possible conflict of interest arises, it is up to the board member or staff person involved to disclose the existence of the possible conflict so that the matter may be thoroughly and openly discussed. This will prevent later allegations of unfairness or fraud. This does not mean the transaction or contract cannot be entered into. It does mean that it should be entered into only with full knowledge of the facts and without the board member or staff person involved influencing the decision. To that end Maine Island Trail Association will require that the following actions be taken whenever a potential conflict of interest arises:

1. Any board member or staff person aware of a conflict of interest (as above defined) affecting him/herself must fully disclose in writing to the President his/her potential to benefit financially or his/her relationship to any individual or organization which may so benefit from a decision of the corporation to undertake a transaction.
2. The affected individual may not participate or be present at Board or Executive Committee discussion or votes on the matter, although he/she may provide information on the matter to the Board or Executive Committee preliminary to its discussion and vote.
3. When notice of a potential conflict of interest has been received and the matter is to be acted upon at a meeting of the Executive Committee, notice of the potential conflict and its place on the agenda of a meeting for discussion and vote shall be given to all Board members, and affirmative action will require supporting votes from a majority of the members of the Executive Committee, not just the vote of a majority of the members then in attendance.

Conflict of Interest Policy Receipt Acknowledgement

I have received a copy of the Conflict of Interest policy and agree to abide by the policy guidelines.

Trustee Signature: _____

Trustee Printed Name: _____

Date: _____