

CONFLICT OF INTEREST POLICY
RED MOUNTAIN COMMUNITY SOCIAL CLUB
EFFECTIVE 01/23/2025

I. Purpose

- A. The Purpose of this policy is to protect the interest of the Red Mountain Community Social Club by:
 - i. Preventing the personal interest of the Officers, Directors, Members and Independent Contractors from interfering with their duties to the organization.
 - ii. Avoid any unethical financial, professional, or political gain on the part of such individuals.
- B. The intent of this policy is to supplement, not replace, any applicable federal, state or local laws regarding conflicts of interest.

II. Persons Concerned

- A. This statement applies to Board Members, Officers, and Committee Chairs who can influence the governance and actions of the Red Mountain Community Social Club. This includes anyone who makes financial decisions, might be referred to as “management personnel,” or have proprietary information regarding the Red Mountain Community Social Club.

III. Procedures

A. Duty to Disclose

- i. Each Director, Officer, and Committee Chair are under an obligation to disclose the existence of a Conflict of Interest as it arises.

B. Investigating Conflicts

- i. When a potential Conflict of Interest is disclosed, the Red Mountain Community Social Club Board will then provide the individual with an opportunity to disclose all material facts. The Board will collect all pertinent information and question the parties involved.

C. Addressing a Conflict of Interest

- i. If a conflict does not exist, the inquiry will be discussed and documented but no further action will be taken.
- ii. If the Red Mountain Community Social Club Board determines that a Conflict of Interest does exist, they will take the appropriate actions to address the conflict. This may include (but be not limited to) prohibiting any Interested Parties from voting on any matter related to said Conflict of Interest. Affected parties both within and outside of the Red Mountain Community Social Club, including Directors, Officers, Members, Committee Chairs, and Independent Contractors, will be notified. If the Conflict of Interest in question involves a member of the Board, that individual will be excused from deliberations and voting.

D. Disciplinary Action

- i. Conflicts of Interest will be reviewed on a case-by-case basis. The Board has full discretion to deem what disciplinary action is appropriate and necessary for disclosed Conflicts of Interest.
- ii. If the Red Mountain Community Social Club reasonably believes a Board Member or Committee Chair failed to disclose an existing or possible Conflict of Interest, it shall inform the individual of the rationale for such belief and grant to individual an opportunity to explain the alleged failure to disclose the Conflict of Interest.
- iii. After hearing the individual's response and investigating further as warranted by the circumstances, the Red Mountain Community Social Club Board may take appropriate disciplinary action, including removal from the position at the Red Mountain Community Social Club.

E. Notice of Annual Statements

- i. Every Officer, Director, Committee Chair, and any other Interested Person must sign a Conflict-of-Interest Disclosure Statement upon said individual's term in office, employment, or other relationship with the Red Mountain Community Social Club and must do so annually. Failure to sign does not nullify the policy.

IV. Acknowledgement

- A. By signing, the individual named below understands what constitutes a Conflict of Interest and understands the procedure for addressing them with the Red Mountain Community Social Club including their duty to disclose any known or potential Conflicts of Interest.
- B. The signee agrees to abide by the procedures set forth by this policy for the duration of their relationship with the Red Mountain Community Social Club.

Name (Printed) _____ Date _____

Signature _____