

**CONDUCT POLICY
OF
LEWISTON TOWNHOUSE CONDOMINIUM ASSOCIATION**

ARTICLE 1. INTRODUCTION

The Executive Board of LEWISTON TOWNHOUSE CONDOMINIUM ASSOCIATION (the “Board”), pursuant to its authority as stated in Article 12.4 of the Condominium Declaration for the Lewiston Townhouse Condominium Association dated November 13, 1979, and amended thereafter, hereby adopts this Conduct Policy (the “Policy”) for the members of the board of directors of the LEWISTON TOWNHOUSE CONDOMINIUM ASSOCIATION (the “Association”).

ARTICLE 2. CONFLICTS OF INTEREST

- 2.1 All directors must act in the best interest of the owners / the Association as a whole.
- 2.2 No director may participate in a decision from which he or she could personally benefit financially or materially in a way different from other owners.
- 2.3 For the purposes of this Policy, any benefit accruing to the immediate family of a director is considered a benefit to the director.
- 2.4 No director may use his or her position, or information obtained from it, to gain an unfair advantage over a member or members who do not have the same position and/or information.
- 2.5 A director must immediately disclose in writing to the Board the existence of any conflict of interest.
- 2.6 The Board has a duty to decide whether a director who discloses a conflict may participate in a discussion or vote on the issue giving rise to the conflict.
- 2.7 A director must withdraw from participation in decisions in which he or she has a financial or material interest different from other owners.
- 2.8 If a director submits a proposal for funding in which he or she – or any relatives, friends, or business associates – has a financial interest different from other owners, the director must disclose that interest to at least two other directors for evaluation.

ARTICLE 3. CODE OF ETHICAL CONDUCT

- 3.1 Directors will use their best efforts at all times to make decisions consistent with high principles, and that protect and enhance the safety and property value of the owners.
- 3.2 Directors must disclose to the Board the receipt of all gifts, of any type, received from

another owner(s) that exceeds two hundred fifty dollars (\$250.00) in value.

- 3.3 Absent a vote of the owners, the Association may not make any contributions to or endorse any political party or candidate.
- 3.4 Directors will protect the confidentiality of the personal lives of all owners, including other directors.
- 3.5 An individual director cannot make a promise of anything to a subcontractor, supplier, or contractor during negotiations, unless such promise is approved by the entire Board.
- 3.6 A director who is convicted of a felony will voluntarily resign from the Board.
- 3.7 Directors will use professional language, express differences of opinion in a clear and business-like fashion, and not engage in personal attacks on owners, including other directors.
- 3.8 The Board will follow proper parliamentary procedure and include dissenting positions in the Association's official records.
- 3.9 A director may not knowingly misrepresent any facts related to the Association's affairs to anyone involved in any activity in the local community (Estes Park / unincorporated Larimer County) that would benefit the director in a way different from other owners.

SIGNATURES

Signed by:


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PRESIDENT

1/12/2026

DATE

Signed by:


5391532B52BA418...

SECRETARY

1/12/2026

DATE