

Shorewood Park Sanitary District
OATH OF OFFICE/CODE OF CONDUCT MMXXIII

1. ***Board Member's Oath of Office*** – Board Members agree to an Oath of Office on joining the Board of Directors. Such agreement will include written acceptance of the provisions included in this document at each January Shorewood Park Sanitary District Board Meeting or first month of service.

A.) I, as property owner within the Shorewood Park Sanitary District, declare that, in carrying out my duties as a Board Member I will:

- 1.) Exercise the powers of my office and fulfill my responsibilities in good faith and in the best interests of the Shorewood Park Sanitary District.
- 2.) Exercise these responsibilities, with due diligence, care, and skill in a competent manner.
- 3.) Respect and honor the Shorewood Park Sanitary District's Bylaws, Policies, Code of Conduct, and decisions of the Board.
- 4.) Immediately declare any personal conflict of interest(s) that may come to my attention.

2. ***Board Member's Code of Conduct*** – The Board commits itself to ethical, businesslike, and lawful conduct when acting on behalf of Shorewood Park Sanitary District.

A.) Board Members will always conduct themselves in a manner that:

- 1.) Supports the mission, vision, values, goals, and objectives of the Shorewood Park Sanitary District.
- 2.) Brings credibility and good will to the Shorewood Park Sanitary District, and takes no action nor creates any perception that may bring discredit to the good name and credibility of Shorewood Park Sanitary District.
- 3.) Respects and considers diverse and opposing viewpoints.
- 4.) Demonstrates due diligence and dedication in preparation for and attendance at the meetings, special events and in all other activities on behalf of the Shorewood Park Sanitary District.
- 5.) Ensures that the financial affairs of the Shorewood Park Sanitary District are conducted in a responsible and transparent manner with due regard for their fiduciary responsibilities.
- 6.) Complies with Board, approves Bylaws and policies, including, this Code of Conduct and the Oath of Office.
- 7.) Board members are in conflict of interest whenever they themselves, or family member, business partners or close personal associates, may personally benefit either directly or indirectly, financially, or otherwise, from their position on the Board. Whether a conflict of interest may be real, potential, or perceived, the same duty to disclose applies.

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Examples of Conflict of Interest on the Part of a Board Member:

A.) Any circumstance that may result in a personal or financial benefit to a Board Member or his family.

B.) Personal interests which are adverse to the interests of the Shorewood Park Sanitary District.

C.) Seeking, accepting, or receiving any personal benefit from a supplier, vendor, or any individual or organization doing or seeking business with Shorewood Park Sanitary District.

Principles for Dealing with Conflict of Interest:

A.) Board Members must openly disclose to the full Board a real, potential, or perceived conflict of interest as soon as the issue arises.

B.) Board Members must complete and submit to the Board, the Shorewood Park Sanitary District Conflict of Interest Disclosure Form.

C.) Board members who are aware of a real, potential, or perceived conflict of interest on the part of a fellow Board member should raise the issue for clarification.

D.) Full disclosure does not remove a conflict of interest. On disclosure of a conflict, the Board of Directors has the right to ask a Board Member to recuse him/herself from voting, from participating in discussion, or from being present in the meeting. This right extends up to and including requiring the Board Member's resignation.

THIS DOCUMENT WAS RATIFIED AND SIGNED ON Shorewood Park Sanitation Board
December 12, 2023

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Agreed and accepted:

By (print name): _____

Signature: _____

Date: _____