

Central Texas Regional Advisory Council Conflict of Interest Policy

Board of Directors Conflict of Interest Policy and Disclosure Form

In their capacity as directors, the members of the Board of Directors (the “Board”) of the Central Texas Regional Advisory Council (“CTRAC”) must act at all times in the best interests of CTRAC. The purpose of this policy is to help inform the Board about what constitutes a conflict of interest, assist the Board in identifying and disclosing actual and potential conflicts, and help ensure the avoidance of conflicts of interest where necessary. This policy may be enforced against individual Board members as described below.

1. Board members have a fiduciary duty to conduct themselves without conflict to the interests of CTRAC. In their capacity as Board members, they must subordinate personal, individual business, third-party, and other interests to the welfare and best interests of CTRAC.
2. A conflict of interest is a transaction or relationship which presents or may present a conflict between a Board member’s obligations to CTRAC and the Board member’s personal, business, or other interests.
3. All conflicts of interest are not necessarily prohibited or harmful to CTRAC. However, full disclosure of all actual and potential conflicts, and a determination by the disinterested Board members – with the interested Board member(s) recused from participating in debates and voting on the matter – are required.
4. All actual and potential conflicts of interests shall be disclosed by Board members to the CTRAC Board of Directors through the annual disclosure form and/or whenever a conflict arises. The disinterested members of the CTRAC Board of Directors shall decide as to whether a conflict exists and what subsequent action is appropriate (if any). The CTRAC Board shall inform the interested member of such determination and action. The Board shall retain the right to modify or reverse such determination and action and shall retain the ultimate enforcement authority with respect to the interpretation and application of this policy.
5. On an annual basis, all Board members shall be provided with a copy of this policy and required to complete and sign the acknowledgment and disclosure form

below. All completed forms shall be available to be reviewed by the CTRAC Board, as well as all other conflict information provided by Board members.

I have read the CTRAC Board Conflict of Interest Policy set forth above and agree to always comply fully with its terms and conditions during my service as a CTRAC Board member. If at any time following the submission of this form, I become aware of any actual or potential conflicts of interest, or if the information provided below becomes inaccurate or incomplete, I will promptly notify the CTRAC Chair & Executive Director in writing.

Disclosure of Actual or Potential Conflicts of Interest:

Board Member Signature: _____

Board Member Printed Name: _____

Date: _____

