

Greater Bangor Association of REALTORS® Code of Conduct Policy January 2014

Introduction

Members of the Board of Directors of the Greater Bangor Association of REALTORS® and staff carry certain duties and responsibilities for the well being of the organization. The Code of Conduct outlines some of those duties and responsibilities in accordance with governing documents¹.

Confidentiality

Board members and staff will have access to information, that if revealed to outsiders, could be damaging or sensitive to other members or staff, harmful to the best interests of the Association, or even create legal liability. Information provided to the Board and staff may concern personnel, financial, contractual, membership or legal matters. It will often be confidential and is intended for use in decision making and governance. Information shall be held in the strictest of confidence and shall not be divulged to any outside party, including other members, without authorization of the Association President or Executive Officer.

Conflicts of Interest

Board members and staff members of the Greater Bangor Association of REALTORS® owe a high fiduciary duty to the organization. Thus, no board member or staff shall maintain any business enterprise or other activity that directly conflicts with the interests of the organization. Staff members shall not solicit members for any reason that is not directly related to official board business (see Greater Bangor Association of REALTORS® Conflict of Interest Policy).

Violations

Violations of the Code of Conduct may result in disciplinary action in accordance with the governing documents. Discipline may include removal of a Board member from office or termination of a staff member.

¹ Governing documents include articles of incorporation, bylaws, policy manual, etc. Please address questions to the Association's President and/or Executive Officer.