

Conflict-of-interest policy

The Board of LV America hereby adopts the following policy:

The purpose of this policy is to help inform the officers and Board members of LV America about what constitutes a conflict of interest and to assist them in identifying and disclosing actual and potential conflicts, and help ensure the avoidance of conflicts of interest where necessary.

1. Officers and Board members are obligated to always act in the best interest of the organization. This obligation requires that any Board member, in the performance of duties related to the LV, seek only the furtherance of the mission LV America. At all times, all officers and Board members are prohibited from using their job title, the organization's name or property, for private profit or benefit including the profit or benefit of a family member or domestic partner.
2. The Officers and Board members of LV America should neither solicit nor accept gratuities, favors, or anything of monetary value from contractors/vendors. This is not intended to preclude bona-fide fund-raising activities.
3. No Officer or Board member shall participate in the selection, award, or administration of a purchase or contract with a vendor where, to his or her knowledge, and of the following has a financial interest in that purchase or contract:
 - a. The Officer, Board Member;
 - b. Any member of the Officer's or Board member's immediate family;
 - c. Any domestic partner of an Officer or Board member;
 - d. An organization in which any of the LV Officer or Board member is an officer, director, or employee;
 - e. A person or organization with whom any of the above individuals is negotiating or has any arrangement concerning prospective employment.
4. Disclosure — Any possible conflict of interest shall be disclosed by the person or persons concerned.
5. Board Action — When a conflict of interest is relevant to a matter requiring action by the Board, the interested person(s) shall call it to the attention of the Board and said person(s) shall not vote on the matter. In addition, the person(s) shall not participate in the final deliberation or decision regarding the matter under consideration and shall retire from the room during the vote of the Board. When there is a doubt as to whether a conflict exists, the matter shall be resolved by vote of the Board, excluding the persons(s) concerning whose situation the doubt has arisen.
6. Record of Conflict — The official minutes of the Board shall reflect that the conflict of interest was disclosed and the interested person(s) was (were) not present during the final discussion or vote and did not vote on the matter.

Adopted unanimously on August 20, 2012 by the LV/DVG America Board