

**DUNEDIN FINE ART CENTER, INC.  
CONFLICT-OF-INTEREST POLICY**

The Standard of behavior at Dunedin Fine Art Center is that all **staff, board members, volunteers** *scrupulously* avoid any conflict of interest between the interests of Dunedin Fine Art Center on one hand, and personal, familial, professional and business interests on the other. This includes avoiding **actual** conflicts of interest as well as **perceived** conflicts of interest.

I understand that the purposes of this policy are to protect the integrity of our organization's decision-making processes, to enable our customers and other partners to have confidence in our integrity, and to protect the integrity and reputation of our staff, board of directors, volunteers and key associates.

Upon or before election, hiring or appointment, I will make a full, written disclosure of interests, relationships and holdings that could potentially result in a conflict of interest. This written disclosure\* will be kept on file and I will update it as appropriate.

In the course of meetings or activities, **I will disclose any interests in a transaction or decision** where I (including my **business or other nonprofit affiliation**) **may, will** or could **appear** to receive **a benefit or gain**. After disclosure, I understand that I will be asked to leave the room for the discussion and will not be permitted to vote on the question.

I understand this policy is meant to be a supplement to good judgment, and I will respect its spirit as well as its wording.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

This document has been adapted from Leepa-Rattner Museum of Art 6/1/05

\* See attached form



## CONFLICT-OF-INTEREST DISCLOSURE STATEMENT

A. The following are relationships, interests or situations involving me, which might result in or appear to be an actual, apparent or potential conflict of interest between me and the Dunedin Fine Art Center.

I serve as a director of the following for-profit corporation(s) \_\_\_\_\_  
\_\_\_\_\_

I serve as trustee or director of the following nonprofit organization(s) \_\_\_\_\_  
\_\_\_\_\_

I hold membership in the following organizations, associations, consortia, etc.  
\_\_\_\_\_  
\_\_\_\_\_

Other activities or relationships I wish to disclose relative to my work with \_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. I have not indicated any of the above as I am not aware of any relationship or interest or situation involving or give the appearance of being an actual, apparent, or potential conflict of interest between me and the Dunedin Fine Art Center.

My primary business or occupation is:

Position or Title \_\_\_\_\_ Firm \_\_\_\_\_

I have read and understand this conflict-of-interest policy and agree to be bound by it. I will promptly inform the Board Chair of any material change that develops in the information contained in the foregoing instrument.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date