



SACRAMENTO STATE ALUMNI ASSOCIATION

Conflict of Interest Policy

Members of the board of directors (board members) of the Sacramento State Alumni Association (hereinafter referred to as "SSAA") shall conduct themselves with integrity and honesty and act in the best interests of the SSAA. Disclosure by a board member of a potential or actual conflict of interest is required by the standard of good faith and for both the benefit of the SSAA and the protection of each individual.

This Conflict of Interest policy has been created for the protection of the SSAA's integrity and its 501(c)(3) status, and for the protection of the officers and Board members. We, the undersigned officers, individually, and during our terms of office, shall abide by the following Conflict of Interest policy:

- Board members and/or their families shall not use their relation to the SSAA for financial, professional, business, employment, personal, and/or political gain.
- A conflict of interest exists when both of the following conditions are true:
 - A board member has to participate in the deliberation or decision of any issue of the SSAA.
 - That same board member and/or his or her extended family has financial, professional, business, employment, personal, and/or political interests outside the SSAA that could predispose or bias the board member to a particular view, goal, or decision.
- Board members shall declare to the officers of the SSAA conflicts of interest (stating the nature of the conflict and pertinent information as appropriate) between their duties of the SSAA and their extended families' financial, professional, business, employment, personal, and/or political interests.
- When a conflict of interest is declared, the board member shall not use his or her personal influence of position to affect the outcome of any related vote and shall leave the room during deliberations and the vote.
- The minutes of the meeting shall reflect that a conflict of interest was declared.
- Board members shall not:
 - Use the SSAA's name, influence, or resources for their benefit or gain when running for any public elected office or while serving as an elected official.
 - Directly or indirectly use their current SSAA position, the SSAA name, or the SSAA organization for or against any specific candidate for elected public office. Doing so is contrary to federal tax laws and the bylaws, guidelines and policies of the SSAA.

This policy has been reviewed and accepted by the SSAA executive committee on an interim basis until such time as it can be fully incorporated into the Bylaws.

Approved on the 8th day of November, 2010.
Executive Committee, Board of Directors, Sacramento State Alumni Association