

Portillo Ridge Homeowners' Association

P.O. Box 592, Green Valley, AZ 85622

Website: www.portilloridgehoa.org ~ Email: portilloridgehoa@yahoo.com

2018 Code of Conduct for HOA Officers and Board Members

The Portillo Ridge Homeowners' Association Board of Directors has approved the following code of conduct for its members to ensure that they maintain a high standard of ethical conduct in the performance of the Association's business, and to ensure that the residents maintain confidence in and respect for the entire Board of Directors.

The following principles and guidelines constitute the code of conduct:

1. No individual shall use their position as a Board Member for private gain. For example:
 - No Board member shall solicit or accept, directly or indirectly, any gifts, gratuity, favor, entertainment, loan, or any other item of monetary value from a person who is seeking to obtain contractual or other business or financial relations with the Association.
 - No Board member shall accept a gift or favor made with intent of influencing the decision or action on any official matter.
 - No Board member shall receive any compensation from the Association for acting as such.
 2. No Board member shall engage in any writing, publishing, or speech making that defames any other member of the Board or resident of the community.
 3. No Board member shall willingly misrepresent facts to the residents of the community for the sole purpose of advancing a personal cause or influencing the community to place pressure on the Board of Directors to advance a Board member's personal cause.
 4. No Board member or their agent or employee or family member shall enter into a personal service contract with the Association without previous disclosure of such interest to the Board of Directors.
 5. No Board member will seek to have a contract implemented that has not been duly approved by the Board of Directors.
 6. No Board member will interfere with a contractor implementing a contract in progress. All communications with contractors will go through the designated liaison person, site staff or management, or otherwise be in accordance with the policy of the Board of Directors.
 7. No Board member will interfere with the system of management established by the Board of Directors and the Association's Management Company.
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8. No Board member will exercise authority as a Board member except when acting in a Board meeting or as delegated by the Board or its President.
9. No Board member will harass, threaten, or attempt through any means to control or install fear in a member of the Association.

Any Board member who violates this code of conduct will be given notice and an opportunity to be heard by the rest of the Board, who will determine the remedial action that will be required.

No provision of this Agreement can be rescinded, altered, and/or amended without unanimous vote of the members of the Board of Directors.

Signed

Date

All Board Signatures Are On File

February 14, 2018

James Chisholm

Mike Millikin

Marsha Barnes

Bob Garioto

Howard Grondahl

