

## DIRECTORS CODE OF CONDUCT – THINGS TO THINK ABOUT

As a member of a volunteer homeowner association board, it's useful to codify the goals and behaviors an effective director should seek in a Code of Conduct. It not only serves as a constant reminder for those that are serving but can also help screen out candidates with hidden agendas. Consider adopting something like this:

As a director serving the interests of my homeowner associations, I agree to:

**Act in the HOA's Interests.** Directors will strive for the common good of the homeowner association, foregoing personal interests. Personal agendas will be left at home.

**Engage in Lawful Acts.** All board actions will comply with the governing documents and the law. To accomplish this requires thoughtful deliberation and input of knowledgeable professionals while also taking educational classes to keep up with the law changes every two years.

**Maintain High Standards of Conduct.** Directors conduct should always be above reproach and avoid the appearance of impropriety.

**Demonstrate Mutual Respect.** Directors will address each other and homeowners with respect, even when in disagreement. Taking the high road is always better than stooping to an idiot's level.

**Attend All Board Meetings.** Effectiveness is based on keeping informed and making informed decisions. This is made possible by attending meetings where decisions are made

**Be Prepared.** Directors will come prepared to meetings by reviewing the agenda and related materials before the meeting, but make sure to read ALL of the materials before the meeting. Opening the board packet at the meeting will make for a very long meeting.

**Keep Focused.** Directors will listen attentively and courteously to demonstrate respect and willingness to learn. Each director has a right to speak their opinion and the discuss should not be controlled by the most dominant personality.

**Maintain Confidentiality.** Directors will not share highly sensitive information and respect the privacy of all owners in accordance with Nevada law.

**Maintain a Supportive Attitude.** Directors will encourage owners, employees, managers and contractors to promote better performance and teamwork.

**Be Loyal.** Directors will respect the authority of the board by not undermining majority decisions and enacted policy. You are not going to get your way all of the time. If a majority votes for something, unless it is against the law, please support it as best you can.

**Respect the Rules.** Directors will obey the homeowner association rules themselves to set a positive example for others. Directors are not "above the law."

**Pay Assessments on Time.** Directors will remain current in all charges and will not expect special treatment. If your documents are antiquated and stated that you don't have to pa your assessments while serving on the board, your documents are in violation of Nevada law.

**Promote Harmony.** Directors will promote community harmony in acts, words and deeds.

A Code of Conduct controls caustic communications, curtails conflicts and calms cantankerous communities. Consider adopting one at your next meeting(s)!