

ACMP Pacific Northwest Chapter (ACMP PNW)

Board of Directors – Code of Conduct¹

As a board member I understand that I have duties of care, loyalty, and obedience to ACMP PNW.

- The duty of care is the duty to pay attention to the organization—to monitor its activities, ensure its mission is being accomplished, and safeguard its financial resources.
- The duty of loyalty is the duty to avoid conflicts of interest, and
- The duty of obedience is to carry out the ACMP PNW's purposes and to comply with the law.

As a board member I agree to:

- Act with honesty and integrity
- Support in a positive manner all actions taken by the board of directors, even when I am in a minority position on such actions. I recognize that decisions of the board can be made only by a majority vote at a board meeting and respect the majority decisions of the board, while retaining the right to seek changes through ethical and constructive channels;
- Participate in (1) strategic planning retreats up to twice per year, (2) board self-evaluation programs, and (3) board development workshops, seminars, and other educational events that enhance my skills as a board member.
- Attend regular board meetings and notify the board in advance when I am unable to attend.
- Keep confidential information confidential.
- Exercise my authority as a board member only when acting in a meeting with the full board or when appointed by the board.
- Work with and respect the opinions of my peers who serve this board and leave my personal prejudices out of all board discussions.
- Act in the best interests of ACMP PNW and represent the interests of all people it serves.
- Represent ACMP PNW in a positive and supportive manner at all times.
- Observe the parliamentary procedures and display courteous conduct in all board and committee meetings.
- Accept responsibility for providing oversight of the financial condition of ACMP PW.
- Avoid conflicts of interest between my position as a board member and my personal or professional life, even if those actions appear to provide a benefit for ACMP PNW. This includes using my position for the advantage of my friends and business associates. If such a conflict does arise, I will declare that conflict before the board and refrain from voting on matters in which I have conflict.
- Abide by these board operating procedures.

Adopted by the Board of Directors on June 6th, 2025.

¹ Based upon a Code of Conduct from the Washington Nonprofits Institute, www.wanonprofitinstitute.org, the educational arm of the Washington State Nonprofit Association, www.washingtonnonprofits.org. As the state association for all nonprofits, Washington Nonprofits makes sure nonprofits have what they need to succeed through learning, advocacy, and collaboration.