

Twin Lakes Literacy Council (TLLC) CONFLICT OF INTEREST POLICY

It is an innate responsibility of the Board of Directors to maintain all relationships with the Twin Lakes Literacy Council on an exemplary basis. All financial transactions and relationships having any bearing on the conduct of business of the TLLC or its mission shall be disclosed by the board member to the Board and acknowledged by the directorate in the minutes of its meetings.

It is an incumbent responsibility of each board member to provide disclosure to the Board of all affiliations and business interests of the board member regarding which the TLLC is contemplating or currently engaged in a monetary transaction of any amount. The responsibility to disclose relationships shall be made, as practicable, prior to the enactment of the transaction, and shall encompass transactions with affiliations and business interests of the individual board member, as well as transactions with interests of members of the immediate family of each board member.

Signature

Date