

CONFLICT OF INTEREST POLICY

The purpose of this policy is to protect First Unitarian Universalist Church of West Volusia (1UUCWV) interests when it is contemplating entering into a transaction or arrangement that might benefit the private interest of a member of the church. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

1UUCWV shall not enter into a financial transaction with an interested person, unless all six requirements of the “Conflict of Interest Process” are met.

DEFINITION OF INTERESTED PERSON AND FINANCIAL INTEREST

- **Interested Person.** Any trustee, officer or member of a committee or team with governing board delegated powers, who has a direct or indirect financial interest, is an interested person.
- **Financial Interest.** A person has a financial interest if the person has (directly or indirectly, through business, investment, or family) an ownership interest or compensation arrangement (or potential ownership interest or compensation arrangement) in any entity with which 1UUCWV does business or makes a financial arrangement.

CONFLICT OF INTEREST PROCESS

If 1UUCWV wishes to consider entering into a transaction with an interested person, the following steps must be followed:

1. The interested person must fully disclose the financial interest in writing.
2. The disclosure shall be noted in the minutes for the meeting.
3. After discussing the matter with the board, committee or team making the final decision, the interested person should leave the room so the transaction may be discussed by the board, committee or team in his or her absence.
4. The deciding body must make a diligent effort to find alternatives to entering into a transaction with an interested person.
5. 1UUCWV shall not do business with interested persons if there is a better alternative.
6. The interested person shall not vote on the matter.