

The Church of the Redeemer
Conflict of Interest Policy
Board of Management and Advisory Board Members

A. Introduction

This policy applies to members of the Board of Management and the Advisory Board (collectively, “the Boards”) of the Church of the Redeemer (“the Church”). It describes for the members of the Boards their fiduciary obligation to protect the financial assets of the Church.

B. Purpose

The purpose of this policy is to establish and promote an ethical standard of conduct for members of the Boards of the Church.

C. Conflict of interest

A conflict of interest arises when a Board member has a real, potential, or perceived financial interest, either directly or indirectly, in any transaction, contract, or agreement in which the Church may become involved. A conflict of interest will also arise when a Board member’s outside duties, interests, or obligations, such as a business, diverge from his or her obligations as a member of the relevant Board.

D. Duties

(a) Board members are to avoid placing themselves in situations in which their personal interests actually or potentially conflict with the interests of the Church.

(b) Board members are to avoid circumstances where they could confer or appear to confer a benefit on themselves, a relative, a friend, or a business associate.

(c) Board members shall not disclose confidential information to third parties.

(d) A Board member with a potential or actual conflict of interest involving any matter being considered by the Church shall immediately describe the nature and extent of their potential conflict to the Chair of the relevant Board. Potential or actual conflicts of interest involving a Board member may also be reported to the Chair of the relevant Board by a third party.

(e) The disclosure of a potential or actual conflict of interest shall be recorded in the Minutes of the Board’s meeting. The Minutes shall include a general description of the nature and extent of the conflict in relation to the Board member’s duties to the Church.

(f) A Board member with a potential or actual conflict of interest shall not take part in the discussion regarding the particular matter giving rise to the conflict in question and shall not vote on that matter.

(g) A Board member shall not accept or demand a gift, a reward, or a favour of any kind from a person or group who has dealings with the Church or who seeks to do business with the Church where a gift could potentially or actually influence the Board member when performing his or her Board duties.

(h) The duty outlined in paragraph (g) above shall not apply to preclude a Board member from accepting a gift of nominal value given by a third party as an expression of courtesy or hospitality in reasonable circumstances.

E. Failure to Comply

A Board member who fails to comply with this policy will face consequences deemed appropriate by the relevant Board.

March, 2019