

**CODE OF ETHICS AND RULES OF CONDUCT
EXECUTIVE BOARD of DIRECTORS and VOLUNTEERS
ASHCOMBE FARMS HOA DOVER HOME OWNERS ASSOCIATION**

The Executive Board of the Ashcombe Farms HOA Dover Home Owners Association has the obligation and duty to make decisions for the entire community and is responsible to set a standard and a tone for behavior that is conducive to the best interests of the entire community. The Executive Board of the Ashcombe Farms HOA Dover Home Owners Association hereby adopts the following code of ethics and code of conduct that are applicable to all volunteers serving the community:

1. The Executive Board will use its best efforts at all times to make decisions that are consistent with high principles, and to protect and enhance the safety and property value of the residents.
2. No gifts of any type will be accepted by any volunteer from any contractor or supplier.
3. No contributions will be made to any political parties or political candidates by the Association.
4. The Board Members will protect confidentiality of other Board Members' personal lives, as well as all residents' personal lives.
5. No promise of anything can be made to any subcontractor, supplier, or contractor during negotiations, unless approved by the Board as a whole.
6. No drugs, alcohol, or substance abuse at official HOA activities or business meetings will be tolerated.
7. Any Board Member convicted of a felony will voluntarily resign from his/her position.
8. Language at Board Meetings will be kept professional. Personal attacks against Co-owners and Board Members are prohibited and are not consistent with the best interest of the community.
9. It is understood that differences of opinion will exist. They should be expressed in a clear and business-like fashion.
10. Modern Rules of Order should be followed to have such dissenting positions stated clearly within the official records of the Association.
11. A Board Member may not knowingly misrepresent any facts to anyone involved in anything with the community that would benefit himself/herself in any way.
12. No Board Member may use his/her position into enhance his/her financial status through the use of certain contractors or suppliers. Any potential or actual conflict of interest must be disclosed to the other Executive Board members.

This resolution is adopted this _____ day of _____, at an open Board meeting where a quorum of the Board was present and will become effective immediately. Upon approval, each new community volunteer and Board member will be required to agree to this Code of Ethics and Rules of Conduct.

Executive Board Member Signatures:

President _____ Date _____

Vice President _____ Date _____

Board Secretary _____ Date _____

Treasurer/Bookkeeper _____ Date _____

Board Member _____ Date _____

Signatures of Community Support Committee members:

Name _____ Date _____

Name _____ Date _____

Name _____ Date _____

Signatures of Town Home Advisory Committee Members:

Name _____ Date _____

Name _____ Date _____

Name _____ Date _____