

Simsbury Youth Hockey Association

**CONFLICT OF INTEREST POLICY**

**Adopted 9/12/17**

**SIMSBURY YOUTH HOCKEY ASSOCIATION (SYHA) CONFLICT OF INTEREST POLICY**

**SECTION I – PURPOSE:**

It is in the best interest of the Simsbury Youth Hockey Association (SYHA) to be aware of and properly manage all conflicts of interest. This Conflict of Interest Policy is designed to help board members, staff, and volunteers of the SYHA identify situations that present possible conflicts of interest and to provide a procedure whereby such potential conflicts may be reviewed by an appropriate party when necessary. 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.

The board and its officers have the responsibility of administering the affairs of SYHA honestly and prudently, and of exercising their best care, skill, and judgment for the sole benefit of SYHA. Those persons shall exercise the utmost good faith in all transactions involved in their duties, and they shall not use their positions with SYHA or knowledge gained for their personal benefit. The competing interests of Simsbury Youth Hockey must be the first priority in all decisions and actions.

**SECTION II – PERSONS CONCERNED:**

This statement is directed to directors and officers, coaches, managers, volunteers and any other parties who may play a role in the organization's management or has access to proprietary information concerning SYHA. For example, this would include all who make purchasing decisions or are involved in team formation, fundraising, or rate setting.

**SECTION III – AREAS IN WHICH CONFLICT MAY ARISE:**

Conflicts of interest may arise in the relations of those identified in Section II with any of the following third parties:

1. Persons and firms supplying goods and services to SYHA.
2. Competing or affinity organizations.
3. Donors and others supporting SYHA.
4. Agencies, organizations, and associations which affect the operations of SYHA.
5. Family members, friends, and other employees.

**SECTION IV – CONFLICT OF INTEREST DEFINED:**

A conflicting interest may be defined as an interest, direct or indirect, with any persons or firms mentioned in Section III. Such an interest might arise through:

1. Owning stock or holding debt or other proprietary interests in any third party dealing with SYHA.
2. Holding office, serving on the board, participating in management, receiving remuneration, or being otherwise employed with any third party dealing with SYHA or competing organization.
3. Receiving remuneration for services with respect to individual transactions involving SYHA.
4. Using SYHA's time, personnel, equipment, supplies, or good will for other than SYHA approved activities, programs, and purposes.
5. Receiving personal gifts or loans from third parties dealing or competing with SYHA. Receipt of any gift is disapproved except gifts of a value less than \$50, which could not be refused without discourtesy. No personal gift of money should ever be accepted.

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**SECTION V – INTERPRETATION OF THIS STATEMENT OF POLICY:**

The areas of conflicting interest listed in Sections II and III, and the relations in those areas which may give rise to conflict, as listed in Section IV, are not exhaustive. Conflicts might arise in other areas or through other relations. It is assumed that the directors, officers, and management will recognize such areas and relation by analogy.

**SECTION VI – DISCLOSURE POLICY AND PROCEDURE:**

It is the policy of the board that the existence of any of the interests described in Section IV shall be disclosed before any transaction is consummated. It shall be the continuing responsibility of those parties identified in Section II to scrutinize their transactions and outside business interests and relationships for potential conflicts and to immediately make such disclosures.

Transactions with parties with whom a conflicting interest exists may be undertaken only if all of the following are observed:

1. The conflicting interest is fully disclosed
2. The person with the conflict of interest is excluded from the discussion and approval of such transaction
3. The board or a duly constituted committee thereof has determined that the transaction is in the best interest of the organization or will not negatively impact SYHA.

Disclosure in the organization should be made to the President or Vice President of Policy.

A committee consisting of the President, Vice President of Policy, and Vice President of On-Ice Operations will review the information – in strictest confidentiality - to determine whether a conflict exists and in the case of an existing conflict, whether the contemplated transaction may be authorized as just, fair, and reasonable to SYHA. The committee may, at their full discretion, include additional board members in resolution discussions based on the subject matter of the disclosure.

The decision of the committee, which acts as representatives of the Board on these matters, will rest in their sole discretion, and their concern must be the welfare of SYHA and the advancement of its purpose. The committee reserves the right to discipline or remove any member who is found to have violated the Conflict of Interest Policy or Board directive regarding conflicts.

The committee will disclose all matters of identified conflict, and their resolution, to the Board in a timely manner while exercising respect and confidentiality of all parties.

This policy shall be reviewed annually by the Board of Directors. Any changes to the policy shall be communicated accordingly.