



**Pocket Little League (PLL)  
Board of Directors  
Conflict of Interest and Code of Conduct Policy**

Pocket Little League (PLL) has adopted the following Conflict of Interest and Code of Conduct Policy. All Board members are required to adhere to this policy and affirm their commitment annually by signing below.

**1. Conflict of Interest Policy**

**a. Prohibition Against Personal Gain**

No member of the Board of Directors shall derive personal profit, either directly or indirectly, from their service to PLL. Board members must conduct their personal affairs in a manner that avoids any conflict of interest with their duties and responsibilities.

**b. Disclosure and Management of Conflicts**

- If a decision or action presents a conflict between PLL's best interests and a Board member's personal interests, the member must disclose the conflict immediately.
- Board decisions must reflect independent judgment. Any compensation provided to a Board member by PLL must be reviewed and approved by a majority of the full Board in advance.
- All conflicts of interest, including financial interests, must be disclosed when relevant matters arise and through an annual disclosure process.
- Disclosure forms should be filed with the Board Secretary within 30 days of the start of the new fiscal year (or, if a member joins the board mid-year, within 30 days of their appointment).
- Board members with a direct conflict of interest shall abstain from voting, refrain from influencing the matter, and will not be counted toward quorum. This includes matters related to players and teams. All disclosures shall be documented in the meeting minutes, including the member's abstention from discussion and voting.
- New Board members will be informed of this policy upon election, and all members will receive annual reminders.

**2. Prohibition Against Sexual Harassment**

PLL is committed to maintaining an environment free from unlawful discrimination and harassment. Sexual harassment is strictly prohibited. Any Board member who engages in discriminatory or harassing behavior is subject to removal. Allegations will be investigated

promptly and confidentially according to PLL Bylaws.

### **3. Confidentiality**

Board members must maintain the confidentiality of sensitive information related to PLL, including but not limited to financial, personnel, donor, sponsor, player, and family data. This includes contact details, medical records, and financial information.

### **4. Active Participation**

Board members are expected to fulfill their duties with integrity, professionalism, and respect. This includes:

- Prioritizing attendance at Board meetings.
- Preparing thoroughly by reviewing all relevant materials.
- Respecting diverse viewpoints and supporting Board decisions, even when personally opposed.
- Placing PLL's interests above personal interests.
- Representing PLL positively in all settings.
- Demonstrating courtesy and professionalism in all meetings and interactions.

### **Acknowledgment**

I, \_\_\_\_\_, recognize the responsibility I undertake in serving as a member of the Pocket Little League Board of Directors. I pledge to fulfill my duties with diligence and integrity and to abide by this Code of Conduct. I understand that failure to comply may result in removal from the Board, in accordance with PLL's governing documents.

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

### **SAMPLE FORM**

**Board member name:**

**Conflicts of interest:**

*(Indicate n/a if there are none to report)*