

**As a Member of the Britannia Board of Management, I will:**

- listen carefully to my fellow Members, and to the community I serve;
- respect the opinions of my fellow Board Members;
- respect and support the majority decisions of the Board;
- recognize that all authority is vested in the Board when it meets in legal session, and not in individual Board members;
- keep well-informed of developments that are relevant to issues that may come before the Board;
- participate actively in Board meetings and actions;
- call to the attention of the Board any issues I believe will have an adverse effect on the Britannia Centre or on its community;
- attempt to interpret the needs of the community to Britannia, and the actions of Britannia to its community;
- represent all of Britannia's community, and not a particular geographic area or special interest group;
- consider myself a "trustee" of Britannia, and do my best to ensure that Britannia is well-maintained, financially secure, growing, and always operating in the best interests of the community;
- ensure that all business of the Board and the organization is conducted in an open manner, and that there is equal access to information and competitive opportunities for all members of the community;
- work to learn more about the Board Member's job, and how to do the job better;
- declare any involvement with other organizations, with vendors, or with any other associations that may produce a conflict of interest;
- declare any conflicts of interest between my personal life and my position on the Britannia Board, and avoid taking part in discussion or voting on issues that appear to be a conflict of interest;
- recognize that the Board Member's job is to ensure that Britannia is well-managed, and not to manage Britannia;
- refer community or staff complaints to the Executive Director.
- refer complaints of the Executive Director to the Chair of the Personnel Committee

**As a Member of the Britannia Board of Management, I will not:**

- be critical, in or outside of the Board meeting, of fellow Board Members or their opinions;
- use Britannia, or any part of the organization, for my personal advantage or the personal advantage of my friends or relatives;
- discuss the confidential proceedings of the Board outside the Board meeting;
- promise prior to a meeting how I will vote on any issue in the meeting;
- interfere with the duties or undermine the authority of the Executive Director, or other Centre staff.