

# **SUMMER PLACE - EAST VILLAGE PROPERTY OWNERS' ASSOCIATION, INC.**

## **CODE OF ETHICS FOR BOARD MEMBERS**

The Summer Place East Village (SPEV) Board of Directors has approved this Code of Ethics for its members to guide them in maintaining a high standard of ethical conduct in the performance of its business.

### **1. Serve the Best Interests of the Community**

Board members must always prioritize the interests of SPEV over their own and make decisions that are in the best interest of the community, regardless of the impact on them personally.

### **2. Act Objectively**

Board members must be objective when making decisions affecting SPEV interests, and consider available information, resources, and circumstances before making a decision.

### **3. Act in Accordance with Governing Documents**

SPEV is governed by the following (in order) – [click to download these documents](#):

- Maryland Homeowners' Association Act §11B Real Property (MHAA)
- Declarations of Covenants, Conditions, and Restrictions Summer Place – East Village Section 4 Riva Trace and Declaration of Critical Area Covenants
- SPEV Bylaws, and by the
- SPEV standards and policies - [Click this link to download or view the SPEV standards and policy documents](#)

Board members are to be familiar with these governing documents, and act and make decisions in accordance with their various provisions.

### **4. Encourage Homeowners' Participation**

In accordance with MHAA, homeowners have a right to voice their concerns, opinions, and comments to the Board on the affairs of SPEV, specifically on changes to standards and policies changes, and on the annual budget. All Board meetings must be open to homeowners to participate. Homeowners can also call or email Board members directly.

### **5. Act Impartially**

SPEV Board members must always carry out their responsibilities without bias or discrimination. They must not act on bias against a person or group of people. They must enforce SPEV rules and standards consistently and fairly.

### **6. Avoid Conflicts of Interest**

A conflict of interest arises when a Board decision personally affects or benefits a Board member. If there is a conflict of interest, Board members must disclose it and then recuse themselves from any discussion and vote relative to the conflict.

### **7. Conduct Fair and Open Elections**

Elections must be open, fair, and conducted in a manner that provides all SPEV homeowners with the opportunity to participate. The SPEV Board will publicize the elections so that all homeowners are aware of the requirements, timing, and results of elections.

### **8. Present a Unified Front**

Once a matter is approved by the board, the board must be unified in its communication and application of the decision.

### **9. Honor Confidentiality of Homeowners' Personal Information**

Board members must never disclose any private, sensitive, or confidential homeowner information to any homeowner, resident, or third party without the homeowner's specific permission.

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**10. Not Make Unauthorized Promises**

Board members cannot make unsanctioned promises to vendors, contractors, or bidders such as promising to hire a certain contractor, committing to favorable terms, or promising a certain fee.

**11. Not Accept Gifts or Favors**

Board members must not accept gifts or special considerations from homeowners, residents, or third parties that are intended to influence a Board action.

**12. Respect Others**

Board members must always act with decorum in a professional manner, with civility, and participate in a respectful, nonconfrontational way within SPEV Board and Riva Trace Council meetings.

**13. Demonstrate Commitment to the Board**

While service on the Board is voluntary, it is not to be treated casually. Homeowners elect the Board and expect its members to demonstrate commitment by: 1) abiding by this code of ethics, 2) doing their best to attend the five Board meetings that are scheduled each year, and 3) being prepared for meetings by reviewing minutes to be approved, documents necessary to make decisions, and other materials necessary to discuss the issues before the Board and potentially vote on a given subject.

This code of ethics was adopted by the SPEV Board of Directors on March 11, 2024.