

UUSG CONFLICT OF INTEREST POLICY

Approved by the Board of Directors on February 12, 2019

(Adapted from <https://www.uua.org/uuagovernance/manual/limits/appendices/183779.shtml>)

All officers, trustees, and employees of the Unitarian Universalist Society of Geneva (UUSG) and all members of UUSG committees shall scrupulously avoid any conflict between their personal, professional, or business interests and the interests of UUSG.

Definitions

“Close Relationship”

A “close relationship” is one of the following:

1. A relationship with a spouse or domestic partner; parent or child; sister or brother; aunt, uncle, niece, or nephew; first cousin; or the spouse of any of these persons; or
2. Any other close family, personal, professional, or business relationship that might cause a conflict of interest, as defined in this policy.

“Conflict of Interest”

A “conflict of interest” is any actual or potential situation in which an individual’s personal, professional, or business interests, or a close relationship to another party would make it difficult for the individual to be unbiased in carrying out his or her obligations to UUSG.

“Interested Person”

If any officer, trustee, employee, or committee member has any direct or indirect interest in, or a close relationship with, any individual or organization that proposes to enter into any transaction or affiliation with UUSG, including but not limited to the:

- a. sale, purchase, lease or rental of any property or other asset;
- b. employment, or rendition of services, personal or otherwise;
- c. award of any grant, loan, contract, or subcontract;
- d. investment or deposit of any funds of UUSG;
- e. appointment or nomination to the UUSG board or one of its committees;

such person shall be considered an “interested person” and shall give notice of such interest or relationship as specified in this policy.

Conflicts of Commitment

No interested person may use or influence the use of UUSG’s financial, personnel, or other resources for personal benefit, or for any purposes other than the achievement of the mission of UUSG.

Compensation for Services Rendered

Fair compensation for services rendered to UUSG does not constitute, by itself, a conflict of interest except in cases where the transaction is improperly authorized and/or influenced by interested persons.

Disclosure

The President shall assure that all officers, trustees, employees, and committee members are informed of this policy. The Chair of the Nominating Committee, or the President (whichever is appropriate), shall assure that all nominees for election or appointment to a UUSG board or committee, as well as prospective employees, shall be informed of this policy. UUSG officers,

trustees, employees, committee members, nominees, and appointees shall disclose to the President conflicts of interest that might compromise their ability to serve UUSG.

Remediation

Upon disclosure of a conflict of interest, the President and the interested person(s) shall work together to devise a mutually-acceptable remedy that removes current and/or future conflicts of interest from recurring. If necessary or desired, the Minister(s) may participate to help facilitate this process. Typical remedies may include but are not necessarily limited to the following:

- Recusal from decision(s) regarding use of UUSG resources
- Resignation from leadership position. (This decision may be necessary in cases where the probability for repeated and ongoing conflicts of interest is high, thereby rendering recusal an impractical and/or ineffective remedy.)

For theft and criminal misconduct, consult UUSG's Dangerous and Disruptive Behavior Policy.