

CODE OF ETHICS (rev. 12-08)
CENTRAL MISSOURI AREA AGENCY ON AGING
BOARD OF DIRECTORS

The Board of Directors of the Central Missouri Area Agency on Aging (CMAAA) is required to adhere to a set of principles and practices that set parameters and provide guidance and direction for Board conduct. Members of the Board of Directors shall be committed to observing and promoting the highest standards of ethical conduct in the performance of their responsibilities. Members pledge to accept this code as a minimum guideline for ethical conduct and shall:

Accountability

1. Faithfully abide by the Articles of Incorporation, by-laws and policies of the CMAAA.
2. Exercise reasonable care, good faith and due diligence in organizational affairs.
3. Fully disclose, at the earliest opportunity, information that may result in a perceived or actual conflict of interest.
4. Fully disclose, at the earliest opportunity, information of fact that would have significance in decision-making.
5. Uphold and enforce all laws, rules, regulations and court orders pertaining to the area agency.
6. Strive to bring any needed change only through legal and ethical procedures.
7. Remain accountable for prudent fiscal management to government and funding bodies and the communities we serve.

Professional Excellence

1. Maintain a professional level of courtesy, respect, and objectivity in all CMAAA activities.
2. Uphold the practices of the Agency and assist other Board Members in upholding the highest standards of conduct.
3. Act as staunch advocates of CMAAA and of high quality services for all older Missourians.
4. Work unremittingly to help my constituents understand the importance of proper support for CMAAA and its programs, whether it be in providing adequate financing, optimal facilities, staffing and resources, or better educational programs for senior citizens.
5. Gain a full and accurate understanding of the purpose, mission and goals of CMAAA and communicate that understanding to the residents of his/her county; report to local organizations on the activities of the Board and agency.
6. Commit the necessary time to prepare for and actively participate in meetings, and serve on committees as assigned.
7. Recognize that it is not their responsibility to "run the area agency on aging" through administration, but to confine appropriately to board action through policy-making, planning and appraisal.
8. Respect the opinion of others and support the principle of majority rule.
9. Recognize that authority rests only with the whole Board assembled in a meeting and make no personal promises nor take any private action which may compromise the Board.
10. Acknowledge that the Board represents the entire agency, and refuse to surrender independent judgment to special interest groups.

11. Follow the Sunshine Law regarding open meetings and business transactions.
12. Strive to appoint the best professional leader when a vacancy exists in the Chief Executive Officer position.
13. Support and protect agency personnel in the proper performance of their duties.
14. Refer all complaints through the proper "line of authority" within the agency.

Personal Gain

1. Exercise the powers invested for the good of all Board Members and the organization as a whole rather than for the personal gain of themselves, friends or relatives.
2. Shall not:
 - a) be an owner, or employee of a Service Provider Agency/Organization that has submitted (during the term of the member) a proposal to CMAAA to receive funding to provide services, or that is currently providing services under a grant, contract or stipend with CMAAA.
 - b) be a board member of a Service Provider Agency/Organization that has submitted (during the term of the member) a proposal to CMAAA to receive funding to provide services, or that is currently providing services under a grant, contract, or stipend with CMAAA.
 - c) be an immediate family member, such as parent, sibling, spouse or child, of those as identified in (a) & (b) above.

Equal Opportunity

1. Ensure the right of all Board Members to provide effective services without discrimination on the basis of geography, political, religious, or socio-economical characteristics.
2. Ensure the right of all Board Members to provide effective services without discrimination on the basis of gender, sexual orientation, national origin, race, religion, age, political affiliation or disability, in accordance with all applicable legal and regulatory requirements.

Confidential Information

1. Respect the confidentiality of sensitive information known due to Board service.

Collaboration and Cooperation

1. Respect the diversity of opinions as expressed or acted upon by the CMAAA Board and Committees and formally register dissent as appropriate.
2. Promote collaboration, cooperation, and partnership among Board members.

Date

Signature