

**Association of Illinois Soil and Water Conservation Districts  
Conflict of Interest Disclosure Statement**

This form was approved and adopted at the \_\_\_\_\_ Quarterly Meeting of the AISWCD Board of Directors. It will be distributed to each director, officer, and staff member prior to the (December) Board meeting each year and must be submitted at that meeting for subsequent review by the Executive Committee of the Board of Directors. In completing this form, please consider the following guidelines:

1. Any potential conflict of interest that could result in a direct or indirect financial or personal benefit to a Director, officer or staff member must be disclosed in good faith or known to the Board of Directors or committee authorizing a contract or other transaction.
2. All questions as to whether a conflict of interest exists shall be resolved by a vote of the Board of Directors in which the interested individual may not vote.
3. The interested individual may participate in the information-gathering stage of the Board of Directors' or committee's discussion, but shall retire from the room in which the Board of Directors or a committee thereof is meeting and shall not participate in the final deliberation or decision regarding such contract or other transaction. Such interested individual may not vote on such contract or other transaction.
4. In connection with all actions taken by the Board of Directors with respect to any contract or transaction between the Association and one or more of its directors or officers, or between the Association and any other corporation, firm, association, or other entity in which one or more of the directors or officers of the Association is a director or officer or has a substantial financial interest, affiliation, or other significant relationship, each such interested director or officer of the Association shall:
  - Disclose to the Board of Directors the material facts as to such director's or officer's interest in such contract or transaction and as to any such common directorships, offices, or significant financial interest, affiliation, or other significant relationship, which disclosure shall be duly recorded in the minutes or resolutions relating to such actions, and
  - Abstain from voting on any such contract or transaction.

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At present, I am aware of the following potential conflict of interest regarding my position on the Board of Directors or staff (if none, leave blank):

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If I become aware of a potential conflict of interest in the future, I will disclose this potential conflict to the President. I understand that, when in doubt, disclosure is recommended.

Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_