

**Surf Brigade Foundation
A Florida Nonprofit Corporation**

CONFLICT OF INTEREST POLICY

This Conflict-of-Interest Policy is designed to help directors, officers, employees, and key volunteers of The Surf Brigade Foundation identify situations that present potential conflicts of interest and to provide a procedure to address them. The purpose of this policy is to protect the integrity of The Surf Brigade Foundation's decision-making process and to ensure public trust in our operations.

1. Definitions

A conflict of interest arises when a person in a position of authority within the organization may benefit personally from a decision he or she could make. This includes situations where personal, family, or financial interests could compromise or appear to compromise the individual's objectivity and duty to the organization.

2. Duty to Disclose

Individuals covered by this policy are expected to disclose any actual or potential conflict of interest as soon as it arises. Such disclosures should be made in writing to the Chair of the Board or a designated compliance officer.

3. Recusal and Abstention

Any individual with a conflict of interest must recuse themselves from participating in any discussion or vote on the matter. They may provide factual information if requested by the Board but must leave the meeting during deliberations and decision-making.

4. Documentation of Proceedings

The minutes of the Board meetings shall include the name of the person who disclosed a conflict, the nature of the conflict, and whether the person was present for discussion and abstained from voting.

5. Annual Disclosure Statements

Each board member, officer, and key volunteer shall annually sign a statement affirming they have received, read, and agree to comply with this Conflict-of-Interest Policy.

6. Enforcement and Review

The Board of Directors shall review potential violations and may take disciplinary and corrective action if the policy is breached. This policy shall be reviewed periodically and updated as necessary to ensure ongoing relevance and effectiveness.

CERTIFICATE OF ADOPTION OF CONFLICT-OF-INTEREST POLICY

I do hereby certify that the above stated Conflict of Interest Policy of Surf Brigade Foundation were approved by the Surf Brigade Foundation Executive Director on 6 March 2025.

Kevin Laliberte
Executive Director (Name)

Date: 6 March 2025