



Vistoso
COMMUNITY ASSOCIATION
CODE OF CONDUCT

The Vistoso Community Association ("Association") Board of Directors ("Board") will use its due diligence to make decisions that are consistent with high principles, and to maintain, protect, and enhance the value of the Association assets and quality of life. Accordingly, pursuant to Article VI, Section 6.3 of the Declaration of Covenants, Conditions and Restrictions and pursuant to Article IV, Section 4.7 of the Bylaws for Vistoso Community Association, the Board adopts this Code of Conduct ("Code") effective May 28, 2020.

The following principles apply to all elected or appointed persons in attendance at any meetings of the Association including but not limited to Board meetings, Association Committee meetings, work groups, clubs, and task forces.

Board members and Association volunteers will:

1. Always strive to serve the best interests of the association as a whole regardless of their personal interests.
2. Use sound judgment to make the best possible business decisions for the association, taking into consideration all available information, circumstances and resources.
3. Act within the boundaries of their authority as defined by law and the governing documents of the association.
4. Provide opportunities for residents to comment on decisions facing the association.
5. Perform their duties without bias for or against any individual or group of owners or non-owner residents.
6. Disclose personal or professional relationships with any company or individual who has or is seeking a business relationship with the association.
7. Conduct open, fair and well-publicized meetings and elections.
8. Speak with one voice, supporting all duly adopted board decisions—even if the board member was in the minority regarding actions that may not have obtained unanimous consent.

Board members and Association volunteers will not:

1. Reveal confidential information provided by contractors or share information with those bidding for association contracts unless specifically authorized by the board.
2. Make unauthorized promises to a homeowner, contractor or bidder.

3. Advocate or support any action or activity that violates a law or regulatory requirement.
4. Use their positions or decision-making authority for personal gain or to seek advantage over another owner or non-owner resident.
5. Spend unauthorized association funds for their own personal use or benefit.
6. Accept any gifts—directly or indirectly—from owners, residents, contractors or suppliers.
7. Misrepresent known facts in any issue involving association business.
8. Divulge personal information about any association owner, resident or employee that was obtained in the performance of board duties.
9. Make personal or harassing attacks or comments to or about colleagues, staff or residents.
10. Harass, threaten or attempt through any means to control or instill fear in any board member, owner, resident, employee or contractor.
11. Reveal to any owner, resident or other third party the discussions, decisions and comments made at any meeting of the board properly closed or held in executive session.

Adopted, the 28th day of May 2020