

**CODE OF ETHICS**  
**FAIRBANKS ANIMAL SHELTER FUND**

Members of the Board of Directors of the Fairbanks Animal Shelter Fund are committed to observing and promoting the highest standards of ethical conduct in the performance of their responsibilities on the Board of the Fairbanks Animal Shelter Fund. Board members pledge to accept this Code as a minimum guideline for ethical conduct and shall abide by the following standards:

**Accountability**

1. Faithfully abide by the Articles of Incorporation, By-Laws, and policies of the Fairbanks Animal Shelter Fund.
2. Exercise reasonable care, good faith, and due diligence in organizational affairs.
3. Fully disclose, at the earliest opportunity in formation, any item that may result in a perceived or actual conflict of interest pursuant to the Fairbanks Animal Shelter Fund's Conflict of Interest Policy.
4. Fully disclose, at the earliest opportunity, information of fact that would have significance in Board decision-making.
5. Remain accountable for prudent fiscal management to Fund members, the Board, donors, volunteers, the Fairbanks North Star Borough Division of Animal Control, funding bodies, and the general public. Maintain appropriate fiscal transparency.
6. Scrupulously respect donor intent with regard to restricted funds.
7. Conduct all fundraising campaigns with the highest standards of honesty.
8. Maintain books and records of the organization in a professional manner.
9. Be aware of and abide by all federal, state and local laws governing the administration of the organization.

**Duty of Loyalty**

10. Act in the interest of the Fairbanks Animal Shelter Fund, rather than in personal interest or the interest of another person or organization.
11. Disclose annually and in writing any known interest or membership of a Director or their immediate family which may pose a perceived or actual conflict with being a Director of the Fairbanks Animal Shelter Fund.

**Professional Excellence**

12. Maintain a professional level of courtesy, respect, and objectivity in all Fairbanks Animal Shelter Fund activities.
13. Ensure that all Board members have the requisite skills and experience to carry out their duties and understand and fulfill governance roles.
14. Strive to uphold standards of excellence as a non-profit charity and assist members, volunteers and fellow Board members in upholding the highest standards of conduct in all matters connected to the Fairbanks Animal Shelter Fund.

**Personal Gain**

15. Exercise the powers invested for the good of the organization rather than for personal reputation or benefit, or the benefit of any other person, organization, or entity.

**Equal Opportunity**

16. Ensure the right of all members to equal access and services without discrimination based on gender, national origin, race, color, marital status, change in marital status, parenthood, sexual preference, age, religion, disability, socio-economic status, or political affiliation.

**Confidential Information**

17. Respect confidentiality of sensitive information known due to Board service.

**Collaboration and Cooperation**

18. Respect diversity of opinions as expressed or acted upon by the Fairbanks Animal Shelter Fund Board, committees, and membership, and formally register dissent as appropriate.
19. Promote collaboration, cooperation, and partnership among Fairbanks Animal Shelter Fund members and with staff, volunteers and administration of the Fairbanks North Star Borough Division of Animal Control.

