

MANUAL OF POLICY

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POLICY TITLE: District Board of Trustees: Conflict of Interest

LEGAL AUTHORITY: FLORIDA STATUTES 1001.64 AND 112.3143

DATE OF LAST REVIEW: 9/17/2024

DATE OF BOARD ACTION: 11/19/2013 and 9/17/2024

No member of the Board of Trustees shall be prohibited from voting in his/her official capacity on any matter. All trustees are required to vote on official decisions, rulings, or actions of the Board, and a vote shall be recorded or counted for each member present except when a conflict of interest exists. Board chairs are not exempt from this requirement and do not have the prerogative of voting on issues only when there is a tie vote.

No Trustee shall vote in an official capacity upon any measure which would inure to his/her special private gain or loss; which he/she knows would inure to the private gain or loss or any principal by whom he/she is retained or to the parent organization or subsidiary or a corporate principal by which he/she is retained; or which he/she knows would inure to the special private gain or loss of a relative or business associate of the public officer. Such trustee shall, prior to the vote being taken, publicly state to the assembly the nature of the officer's interest in the matter from which he/she is abstaining from voting and, within fifteen (15) days after the vote occurs, disclose the nature of his/her interest as a public record by filing a "Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers" with the President, who shall incorporate the memorandum in the minutes.

If the conflict is unknown or not disclosed prior to the meeting, the Trustee must orally disclose the conflict at the meeting when the conflict becomes known. Also, the "Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers" must be filed within fifteen (15) days of the disclosure being made and must be provided to the other members of the Board with the disclosure being read publicly at the next scheduled meeting.

 9/17/2024
CHAIRMAN DATE