

BURKE CENTRE CONSERVANCY

ADMINISTRATIVE AND POLICY RESOLUTION NO. 2E

PROFESSIONAL STANDARDS FOR ELECTED TRUSTEES

WHEREAS, Article VI of the Declaration of Covenants and Restrictions provides for the establishment of a Board of Trustees; and

WHEREAS, the Board wishes to establish professional standards for Elected Trustees:

NOW THEREFORE, BE IT RESOLVED THAT the following be adopted for the Elected Trustees of the Burke Centre Conservancy:

1. It shall be the policy of the Burke Centre Conservancy Board of Trustees that all of the Board's business be conducted in an ethical and strictly legal manner, and that all laws of the United States, Commonwealth of Virginia, County of Fairfax, and covenants and restrictions of Burke Centre Conservancy will be obeyed.

2. It is the policy of the Burke Centre Conservancy Board of Trustees not to purchase goods or services or approve such purchase that are owned or controlled by the Board members or by relatives of Board members. Member of Board of Trustees shall be defined as one who was elected or appointed to serve the unexpired term of an Elected Trustee on the Burke Centre Conservancy Board of Trustees. Relatives are defined as spouses, parents, children, grandparents, grandchildren, brothers, sisters, aunts, uncles, in-laws, or any of these in a step relationship. Individuals who own or control vendor organizations are defined as 1) sole proprietors, 2) partnerships, 3) officers or directors of corporations, 4) stockholders of more than 5% of the voting stock of an incorporated business. Exceptions to this policy must be approved by a 2/3 majority of the Board of Trustees.

3. It shall be the policy of the Burke Centre Conservancy Board of Trustees to not employ or appoint relatives of Board members to positions which may result in a conflict of interest. Relatives are defined as spouses, parents, children, grandparents, grandchildren, brothers, sisters, aunts, uncles, in-laws or any of these in a step relationship. Relatives, as defined above may not be employed by Burke Centre Conservancy as paid employees during the designated term of an elected trustee. Relatives, as defined above, may not serve as chairperson of a Burke Centre Conservancy committee during the designated term

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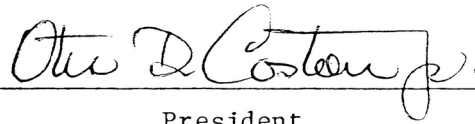
of an Elected Trustee. Relatives, as defined above, may not be appointed to serve on the Architectural Review Board, Architectural Appeals Board, Personnel Appeals Board, or any other appointed board during the designated term of any Elected Trustee.

4. It is the policy of the Burke Centre Conservancy Board of Trustees, both from an ethical and business point of view, to limit acceptance of gifts and gratuities by Board members to items no more substantial than advertising novelties whose value is nominal.

ATTEST:

October 13, 1982

Date



President

CORPORATE SEAL

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