

## **Conflict of Interest**

### **Purpose**

To avoid an appearance of conflict of interest for members of the Board of Directors and for all individuals who serve in ANA-Illinois offices (elected and appointed positions including committees) (collectively “ANA-Illinois Persons”).

### **Policy**

All ANA-Illinois Persons shall scrupulously avoid any conflict between their own respective individual interests and the interests of ANA-Illinois in any and all actions taken by them on behalf of ANA-Illinois.

To assist in avoiding any conflict or appearance of conflict of interest:

1. When any interest on the part of ANA-Illinois Persons poses a possible conflict with the ANA-Illinois Person’s responsibilities, the ANA-Illinois Person shall:
  - a. Promptly call the conflict to the attention of the other ANA-Illinois Persons who are participating or voting on the matter which poses the possible conflict; and
  - b. Abstain from participation in discussion or voting on such matter. The official minutes of any meeting at which a disclosure of conflict was made shall reflect said disclosure and that the ANA-Illinois Person abstained from any participation in the matter.
2. Each ANA-Illinois Person shall annually read the "Conflict of Interest" Confidential Disclosure Statement and complete and return the attached confidential statement to the ANA-Illinois Executive Director, who will maintain such statement in a confidential file available only to the President of the Board of Directors, and to such other persons as either of them may direct, including, as appropriate, the external auditors of ANA-Illinois.
3. The ANA-Illinois Executive Director and ANA-Illinois Legal Counsel shall assist individual members of the Board of Directors in making the determination whether they meet the definitions of conflict of interest.

Adopted by Board of Directors  
November 17, 2012



**Confidential Disclosure Statement for  
Officers, Directors and Elected and Appointed Positions  
Including Committees and Commissions**

This statement is made pursuant to the Conflict of Interest Policy adopted by the ANA-Illinois Board of Directors on Nov 17, 2012.

Except as described below, neither I, my spouse/significant other, my children living in my household, nor any organization in which I, my spouse and/or any such child serves as a director, officer, trustee partner or employee, or holds more than 5% of the voting stock or equity has had any material interest in any transaction or any proposed transaction since the date above first written, to which ANA-Illinois was or is to be a party.

Description (Attach additional sheet if necessary)

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Should a possible conflict arise in my responsibilities to ANA-Illinois, I recognize that I have the obligation to call it to the attention of the Executive Director or President, as appropriate, and to abstain from any participation in the matter.

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(Signature)

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(Date)