

Conflict of Interest Policy

Carroll McKenney Foundation for Public Media, Incorporated

Article I

Purpose

The purpose of the conflict of interest policy is to protect the interest of Carroll McKenney Foundation for Public Media, Incorporated (“the organization”) when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Organization. This policy is intended to supplement but not replace any applicable state laws governing conflict of interest applicable to nonprofit and charitable organizations.

Article II

Definitions

1.) Interested Person

Any director, trustee, principal officer, or member of a committee with board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person. If a person is an interested person with respect to any entity in a multi-entity system of which the organization is a part, he or she is an interested person with respect to all entities in the multi-entity system.

2.) Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- a.) An ownership or investment interest in any entity with which the Organization has a transaction or arrangement,
- b.) A compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arrangement, or
- c.) A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are substantial in nature.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate board or committee decides that a conflict of interest exists.

Article III

Procedures

1.) Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of his or her financial interest and be given the opportunity to disclose all material facts to the directors/trustees and members of committees with board delegated powers considering the proposed transaction or arrangement.

2.) Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

3.) Procedures for Addressing the Conflict of Interest

- a.) An interested person may make a presentation at the board or committee meeting, but after such presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- b.) The chairperson of the board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c.) After exercising due diligence, the board or committee shall determine whether the Organization can obtain a more advantageous transaction or arrangement with reasonable efforts from a person or entity that would not give rise to a conflict of interest.
- d.) If a more advantageous transaction or arrangement is not reasonably possible under circumstances that would not give rise to a conflict of interest, the board or committee shall determine by a majority vote of the disinterested directors/trustees whether the transaction or arrangement is in the Organization's best interest and for its own benefit, and whether the transaction is fair and reasonable to the Organization, and it shall make its decision as to whether to enter into the transaction or arrangement in conformity with such determination.

4.) Violations of the Conflicts of Interest Policy

- a.) If the board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

- b.) If, after hearing the response of the member and making such further investigation as may be warranted under the circumstances, the board or committee determines that the member has in fact failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Article IV

Records of Proceedings

The minutes of the board and all committees with board delegated powers shall contain --

- a.) The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest is present, and the board's or committee's decision as to whether a conflict of interest in fact exists.
- b.) The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection therewith.

Article V

Compensation

- 1.) A voting member of the board / trustees who receives compensation, directly or indirectly, from the Organization is precluded from discussing and voting on matters pertaining to that member's compensation.
- 2.) Individuals who receive compensation, directly or indirectly, from the Organization, whether as employees or independent contractors, are precluded from membership on any committee whose jurisdiction includes compensation matters.
- 3.) No person, either individually or collectively, is prohibited from providing information to the board or any committee regarding compensation.

Article VI

Annual Statements

Each director, trustee, principal officer, and member of a committee with board delegated powers shall annually sign a statement which affirms that such person:

- a.) Has received a copy of this conflict of interest policy,

- b.) Has read and understands the policy,
- c.) Has agreed to comply with the policy, and
- d.) Understands the Organization is a charitable organization and that in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Article VII

Periodic Reviews

To ensure the Organization operates in a manner consistent with charitable purposes and that it does not engage in activities that could jeopardize its status as an organization exempt from federal income tax, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a.) Whether compensation arrangements and benefits are reasonable and are the result of arm's length bargaining.
- b.) Whether acquisitions of goods, services, and property (tangible and intangible, by purchase, lease, or any other means) result in inurement or impermissible private benefit.
- c.) Whether partnership and joint venture arrangements, and arrangements with for-profit and/or other non-501(c)(3) entities, conform to written policies; are properly recorded; reflect reasonable payments for goods, services, and property; further the Organization's charitable and/or other 501(c)(3) purposes; and do not result in inurement or impermissible private benefit.
- d.) Whether agreements and other arrangements for the Organization to provide goods and services further its charitable and/or other 501(c)(3) purposes, are non-commercial in nature, and do not result in inurement to impermissible private benefit.

Article VIII

Use of Outside Experts

In conducting the periodic reviews as provided for in Article VII, the Organization may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the board of its responsibility for ensuring periodic reviews are conducted.