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## ABC Housing Co-operative

# Board of Directors - Ethical Conduct Declaration

I, **Isabella Fin**, am a director of **ABC Housing Co-operative** (the “Co-op”).

I declare that in carrying out my duties as a director of the Co-op:

1. I will act honestly, in good faith and in the best interests of the Co-op. In so doing, I will use the care, diligence and skill that any reasonably prudent person would use in a similar situation.
2. I will observe and comply, in order of precedence, with:
  - a. the Cooperative Association Act and other relevant laws,
  - b. the Co-op's Memorandum of Association, Rules and Occupancy Agreement,
  - c. policies adopted and approved by the Co-op, and,
  - d. decisions taken by resolution of the board or members.
3. I will not publicly undermine the policies and positions of the board of directors.
4. I will:
  - a. put the interests of the Co-op and the board of directors ahead of my personal interests,
  - b. avoid conflicts of interest, and,
  - c. declare in writing any possible conflicts of interest that I have, or may have, in connection with any Co-op contract, business or proposed business as soon as it occurs.
5. I will comply with policies and procedures adopted by the Co-op in respect of the Personal Information Protection Act of British Columbia.
6. I will keep confidential all:
  - a. financial information and personal information about members, applicants, former members, residents and employees of the Co-op,
  - b. information about Co-op business which should be kept confidential to protect the Co-op, and,
  - c. information I learn about matters specifically determined by board resolution to be matters of confidence.



Where I am uncertain in determining whether something is a matter of confidence, I will seek direction by way of a resolution of the board of directors.

I will not disclose any confidential information that I know through my position with the Co-op unless authorized by the board of the Co-op. This applies while I am a director or member of the Co-op as well as after I leave the Co-op.

7. I will pay all monthly housing charges and other amounts owing to the Co-op in full and on time. I will not be indebted to the Co-op for any housing charges other than the current month's housing charge. I will not be indebted to the Co-op for any other amount unless a payment plan for the amount owing has been approved by the Directors and payments are being made in accordance with that plan. I acknowledge that if I am in breach of this section, I will cease to be a Director of the Co-op pursuant to the Co-op's Rules.

Isabella Fin

November 20, 2025

Full Legal Name

Date

Isabella Fin

Signature

The agreement is to be signed annually by the Directors.