

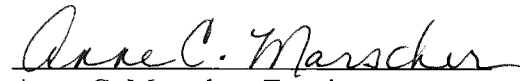
STATE OF SOUTH CAROLINA)
)
COUNTY OF BEAUFORT)

AFFIDAVIT TO RECORD

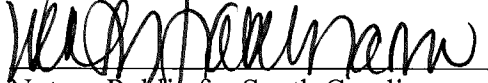
I, Anne C. Marscher, Esquire do hereby state that:

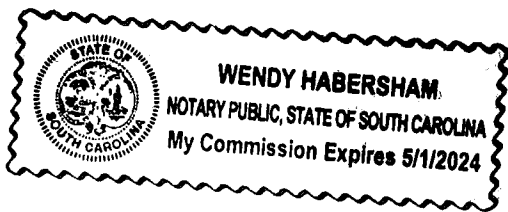
1. I am an attorney licensed to practice law in the State of South Carolina.
2. This Affidavit is made to record the attached Code of Conduct and Ethics for Baynard Park Board of Directors in order to meet the requirements of South Carolina Code §27-30-110, et seq. known as The South Carolina Homeowners Association Act which amended Title 27 of the 1976 Code of Laws of South Carolina.

FURTHER AFFIANT SAYETH NOT.


Anne C. Marscher, Esquire

SWORN to before me this
20 day of July 2020.


Notary Public for South Carolina
My Commission Expires: 5.1.24



CODE OF CONDUCT & ETHICS FOR BAYNARD PARK BOARD OF DIRECTORS

Documented below are the “Baynard Park Property Owner Association Code of Conduct and Ethics”. These apply to Board Members, Officers and Committee Members.

These were adopted by the Board of Directors on July 16, 2020.

1. PERSONAL ETHICS

Board Members, Officers and Committee Members must always strive to serve the best interests of the Association as a whole regardless of personal interests.

Board Members, Officers and Committee Members should conduct all meetings and interactions with other Board Members and Officers, with Members of the Association and with any persons employed or engaged by the Association in a respectful manner.

2. FINANCIAL ETHICS

No Board Member, Officer or Committee Member will solicit or accept, directly or indirectly, any gift, gratuity, favor, entertainment, loan or thing of value from a person who is seeking to obtain contractual or other business or financial relations with the Association, or from any person whose intent is to influence any decision or action on any matter that involves or may involve the Association.

No Board Member, Officer or Committee Member will use his/her position with the Association to enhance, or seek to enhance, his/her financial or business position or undertakings. They will not use their positions or decision-making authority for personal gain or to seek advantage over another Member.

No Board Member, Officer or Committee Member or his/her agent or employee or family member will enter into a personal service or other contract with the Association without previous written disclosure of such interest to the Board and the Members.

Board Members or Officers may not vote on a personal service or other contract with the Association in which they have a direct personal interest.

A Board Member, Officer or Committee Member must resign their position if they are awarded a personal service or other contract.

Board Members, Officers and Committee Members must disclose to the Board and the Members, in writing, all personal or professional relationships with any company or individual who has, or is seeking to have, a business relationship with the Association.

No Board Member, Officer or Committee Member will use his/her position to seek personal political advantage or contribute Association funds, services or favors to any political party or political candidate.

Board Members, Officers and Committee Members must not spend Association funds for their own personal use or benefit.

3. BUSINESS ETHICS

No Board Member, Officer or Committee Member will seek to have a contract implemented that has not been duly approved or authorized by the Board.

No Board Member, Officer or Committee Member may promise anything to any supplier or contractor during negotiations unless it has been approved or authorized by the Board as a whole.

Board Members, Officers and Committee Members must not reveal Confidential Information provided by contractors or share information with those bidding for Association contracts unless specifically authorized by the Board or required by law or statute.

No Board Member, Officer or Committee Member will conduct meetings on behalf of the Association or the Board without the advance approval of the Board prior to such meeting.

Board Members, Officers and Committee Members should use sound judgment to make the best possible business decisions for the Association, taking into consideration all available information, circumstances and resources.

Board Members should always seek to speak with one voice, supporting all duly-adopted Board decisions even if the Board Member was in the minority regarding actions that may not have obtained unanimous consent.

Board Members must not reveal to any Member or other third party the discussions, decisions and comments made at any meeting of the Board properly closed or held in executive session.

No Board Member may serve on the Baynard Park or Recreational Board at the same time.

4. RELATIONS AMONG PERSONS

No Board Member, Officer or Committee Member will engage in any writing, publishing or speech making that defames the Association, its past or present vendors, or any other member of the Board, Officer, or Member.

Language at Board meetings should be kept professional. Personal attacks against Board Members, Officers, Members or any persons employed or engaged by the Association will not be permitted.

Board Members, Officers and Committee Members must perform their duties without bias for or against any individual Member or group of Members.

5. INFORMATION AND DISCLOSURE

The Board will disclose to the Members all information about its actions through open meetings and by making readily accessible Association business and financial records as required by state law, including Board meeting agendas and minutes.

A proposed meeting agenda should be made available to the community 72 hours prior to all open Board meetings.

No Board Member, Officer or Committee Member will willingly misrepresent facts to the Members, either by withholding, distorting or fabricating information.

Board Members, Officers and Committee Members shall adhere to the Association's Policy regarding Confidential Information.

Board Members, Officers and Committee Members shall not assert claims of privacy and confidentiality to impede the proper flow of information to which Members are entitled by law or Association policy.

6. RESOLUTION OF DIFFERENCES

Differences of opinion about policy or procedures, among Board Members, Officers and Committee Members or among Board Members or Officers and Members, will be discussed rationally on their merits in a timely and courteous manner, and with emphasis on resolving differences.

The Board will treat all Members of the Community equitably and without favoritism.

When any dispute arises (a) between any Member and the Board or (b) between any Member and a Board Member or Officer, the Board will comply with due process and procedures and attempt alternate dispute resolution when possible.

7. PRIVACY

Board Members, Officers and Committee Members shall not disclose confidential information of the Association or the Board that is not authorized by the Board or required by the Declaration, the Bylaws or applicable law.

8. ACCOUNTABILITY

Any Board Member, Officer or Committee Member who is unable to fulfill adequately the duties of the position or abide by the Code of Conduct shall resign.

Board Members, Officers and Committee Members will abide by the Declaration, Bylaws, Rules and Regulations of the Association and any related Laws or Codes set forth by any Town, County, State or Federal entity that governs these documents.