

Conflict of Interest Policy  
Zion Evangelical Lutheran Church  
Stratford, Ontario

**Purpose:**

The Church, as a ministry initiated and sustained by God, has a mandate to conduct all of its affairs ethically and above reproach both in the sight of God and people. Such a mandate includes a commitment to operate with the highest level of integrity and to avoid conflicts of interest that either directly or indirectly result in material personal advantage or privilege.

Members of the Congregational Council of Zion Evangelical Lutheran Church (hereinafter referred to as “the Church”), members of the congregation’s committees, and employees of the congregation (hereinafter referred to as “members and/or employees”) have a duty to conduct themselves in an ethical, lawful and professional manner. When the personal or professional concerns of a member or employee affect his/her ability to put the welfare of the Church before personal benefit or may cause the possibility of the member or employee to put personal benefit before the welfare of the Church, conflict of interest exists. All members and employees shall make every effort to avoid conflict of interest or the appearance of conflict of interest.

**Scope:**

Conflict of interest arises in a transaction or significant relationship in which a member or employee realizes a direct or indirect gain of a commercial nature, or receives a direct or indirect significant advantage or privilege in connection with any such transaction or significant relationship.

**Policy:**

No member or employee of the Church shall have a conflict of interest with regard to business conducted in the name of the Church. A conflict of interest exists where a situation would influence, or would have the appearance of influencing, the conduct or judgment of any member or employee of the Church.

A member or employee who has a conflict of interest shall declare the conflict when a meeting agenda is being approved if possible, or at the first opportunity.

Those who declare a conflict of interest may neither speak to nor vote on motions or amendments concerning the matter on which they have made the declaration and shall be excluded from the meeting room during the discussion. Members or employees who declare a conflict of interest shall not attempt to exert personal influence with respect to the matter either at or outside the meeting.

Those who abstain from participation or leave the meeting because of their declared conflict of interest are still included as present in determining whether there is a quorum.

The minutes of all meetings must record all declarations of conflict of interest.

Members of the Church are not precluded from selling goods, materials, or services to the Church, provided this activity is consistent with generally accepted competitive commercial practices.

**Adopted by the Congregational Council of Zion Evangelical Lutheran Church  
September 21, 2016**