



*Yad Ezra provides supplemental kosher food, necessities and enhancements of holidays and lifecycle events to those in need in the Jewish community. We are committed to operating a high quality food pantry through hard work and support of staff, volunteers and donors.*

## **Yad Ezra Board of Directors Code of Ethics**

**Members of the board (including ex officio members of the board) shall at all times abide by and conform to the following code of conduct in their capacity as board members:**

1. Each member of the board of directors will abide in all respects by Yad Ezra's *Code of Ethics* and all other rules and regulations of the non-profit adopted by the board of directors (including but not limited to the organization's articles of incorporation and bylaws). Furthermore, to the best of their ability, each member of the board of directors will at all times obey all applicable federal and state laws.
2. Members of the board of directors will conduct the business affairs of Yad Ezra in good faith and with honesty, integrity, due diligence, and reasonable competence.
3. Except as the board of directors may otherwise require or as otherwise required by law, no board member shall share, copy, reproduce, transmit, divulge or otherwise disclose any confidential information (including client information) related to the affairs of Yad Ezra and each member of the board will uphold the strict confidentiality of all meetings and other deliberations and communications of the board of directors unless otherwise agreed to by the board of directors.
4. Members of the board of directors will use their best efforts to exercise good judgment in their dealings with Yad Ezra's staff, volunteers, clients, suppliers, and the general public and will respond to the needs of the organization in a responsible, respectful, and professional manner.
5. No member of the board of directors will use any information provided by Yad Ezra or acquired as a consequence of the board member's service to the association in any manner other than in furtherance of his or her board duties. Further, no member of the board of directors will misuse Yad Ezra property or resources and will not allow any person not authorized by the board of directors to have or use such property.
6. Upon termination of service, a retiring board member will promptly return all documents, electronic and hard files, reference materials, and other property deemed confidential entrusted to the board member for the purpose of fulfilling his or her job responsibilities. Such return will not abrogate the retiring board member from his or her continuing obligations of confidentiality with respect to information acquired as a consequence of his or her tenure on the board of directors.
7. The board of directors dedicates itself to leading by example in serving the needs of Yad Ezra and its members and also in representing the interests and ideals of the anti-hunger industry at large.
8. No member of the board of directors shall persuade or attempt to persuade any employee of Yad Ezra to leave the employ of the organization or to become employed by any person or entity other than Yad Ezra. Furthermore, no member of the board of directors shall persuade or attempt to persuade any donor, advertiser, sponsor, subscriber, supplier, contractor, or any other person or entity with an actual or potential relationship to or with Yad Ezra to terminate, curtail, or not enter into

a business relationship with Yad Ezra, or to in any way reduce the monetary or other benefits to the organization of such relationship.

9. The board of directors must act at all times in the best interests of Yad Ezra and not for personal or third-party gain or financial enrichment. When encountering potential conflicts of interest, board members will identify the conflict and, as required, remove themselves from all discussion and voting on the matter. Specifically, board members shall avoid placing (and avoid the appearance of placing) one's own self-interest or any third-party interest above that of Yad Ezra. While the receipt of incidental personal or third-party benefit may necessarily flow from certain organization activities, such benefit must be merely incidental to the primary benefit to the association and its purposes.
10. Do not abuse board membership by improperly using board membership or the organization's staff, services, equipment, resources, or property for personal or third-party gain or pleasure; board members shall not represent to third parties that their authority as a board member extends any further than that which it actually extends;
11. Do not engage in or facilitate any discriminatory or harassing behavior directed toward Yad Ezra's staff, officers, directors, meeting attendees, donors volunteers, clients, advertisers, sponsors, suppliers, contractors, or others in the context of activities relating to Yad Ezra;
12. Do not solicit or accept gifts, gratuities, free trips, honoraria, personal property, or any other item of value from any person or entity as a direct or indirect inducement to provide special treatment to such donor with respect to matters pertaining to Yad Ezra without fully disclosing such items to the board of directors; and
13. Provide goods or services to Yad Ezra as a paid vendor to the organization only after full disclosure to, and advance approval by, the board, and pursuant to any related procedures adopted by the board.