



PO Box 18187
Portland ME 04112



(207) 622-0256



info@DemocracyMaine.org

ETHICS POLICY

07/30/2022 – Amended and Readopted by LWVME, LWVME Education Fund and MCCE

PURPOSE

The League of Women Voters of Maine, the League of Women Voters of Maine Education Fund, Maine Citizens for Clean Elections and MCCE Action are nonpartisan political organizations. They are referred to in this policy as the “organizations.” This Ethics Policy serves as a code of conduct for board members and trustees of the organizations. Board members and trustees affirm their endorsement of the policy and acknowledge their commitment to uphold its principles and obligations by accepting and retaining membership.

- Each board member and trustee shall abide in all respects by the Ethics Policy and all other policies of the organizations (including but not limited to the organizations’ articles of incorporation and bylaws) and shall ensure that their membership remains in good standing at all times. Furthermore, each board member and trustee shall individually and as a representative of the organizations obey all federal, state and local laws and regulations applicable to the organizations.
- Board members and trustees shall conduct the business of the organizations in good faith and with honesty, integrity, due diligence, and reasonable competence.
- Except as the boards may otherwise require or as otherwise required by law, no board member or trustee shall share, copy, reproduce, transmit, divulge, publish, or otherwise disclose any confidential information related to the affairs of the organizations, board members, staff or volunteers, and each member of the boards

and each trustee shall uphold the strict confidentiality of all meetings and other deliberations and communications.

- Information regarding donors to the organizations is strictly confidential, except that the organizations may publish the donor name and the appropriate donation range, except if the donor requests otherwise. No confidential financial information about any donor may be disclosed by any board member, staff, or volunteer.
- Board members and trustees shall exercise proper authority and good judgment in any dealings with the general public as representatives of the organizations and shall respond to the needs of the organizations' members and donors in a responsible, respectful, and professional manner.
- No board member or trustee shall use any information provided by the organizations or acquired as a consequence of membership in any manner other than in furtherance of their duties. Furthermore, no member of the boards or trustee shall misuse the organizations' property or resources and shall keep the organizations' property secure.
- Each board member and trustee shall use their best efforts to regularly participate in training opportunities and shall perform their assigned duties in a professional and timely manner pursuant to the boards' direction and oversight.
- Upon termination of service, access to all Board documents will be removed. The board member or trustee shall promptly remove all confidential organization documents from their personal electronic files and return to the organizations or destroy all paper documents, reference materials and other property entrusted to the board member or trustee for the purpose of fulfilling their responsibilities. Such return will not relieve the retiring board member or trustee from their continuing obligations of confidentiality with respect to information acquired as a consequence of their tenure on the boards.
- The boards dedicate themselves to leading by example in serving the needs of the organizations and their members and donors and in representing the interests and ideals of the public.
- Board members and trustees shall not represent to third parties that their authority as board members or trustees extends any further than it actually extends; and they shall not engage in or facilitate any discriminatory or harassing behavior directed toward other board members or trustees, members, donors, program attendees, contractors, suppliers, or any others in any context relating to the organizations.

Useful Links:

[Board Members](#)

[Board Policies](#)