LOGAN SQUARE PRESERVATION
Code of Conduct

Goals

1. To establish a set of principles and practices for members of Logan Square Preservation (“LSP”), its Board of Directors and Committee members that will provide guidance and direction for conduct and decision-making.

2. To ensure that members, Directors and Committee members observe and promote the highest standard of ethical conduct in the performance of LSP’s activities.

3. To establish a mechanism for addressing conduct alleged to be in violation of this Code of Conduct.

Code of Conduct

Members of LSP (including members of the Board of Directors and Committee members) must:

1. Maintain a professional level of dignity in all LSP activities. Focus on issues, not personalities and act with courtesy and respect toward each other.

2. Speak or act on behalf of LSP in an official capacity only when authorized by the Board or the President.

3. When advocating for or against a project, issue or other matter before LSP, disclose information that may reasonably result in a perceived or actual conflict of interest. Recuse oneself from decision making where a unique conflict exists; provided, however, that ownership of property in Logan Square or membership in other organizations that operate in Logan Square does not require recusal from decision making provided that any unique conflict resulting from such ownership or membership is disclosed.

4. Maintain the confidentiality of information that is provided to them by the Board or Committee chair which is noted as being confidential at the time of disclosure. In addition, members are prohibited from accessing LSP databases and membership lists and using personal information such as members phone numbers, home addresses and email addresses for non-official LSP purposes.

Members of the Board of Directors and Committee members must also:

1. Assist in the promotion of LSP and its mission.

2. Endeavor to regularly attend Board, Committee and membership meetings, as applicable, and prepare in advance by reviewing all relevant materials provided and making reasonable inquiry before making decisions.

3. Abide by and enforce the Articles of Incorporation, Bylaws and policies of LSP and exercise reasonable care, good faith and due diligence in organizational affairs.
4. Endeavor to promote collaboration, cooperation, and partnership among Directors and Committee members.

5. Provide advance notice, to the extent possible, of all actions to be brought before the Board for decision by requesting that such items be included on the agenda for any regular or special meeting of the Board.


7. Keep all confidential information provided or obtained in relation to service as a Director or Committee member of LSP confidential. In order to foster free communication, confidential information includes the details of discussions at Board meetings.

8. Act in accordance with Board decisions and not act unilaterally or contrary to the Board’s decisions as a member of LSP.

9. Not knowingly misrepresent facts and use reasonable efforts to ensure that all data, records and reports are accurate and truthful and prepared in a proper manner.

10. Not accept gifts or other payments from any member of the public in exchange for promoting a business, development or opportunity in Logan Square which are outside of the ordinary course of one’s business unless such gifts or payments are disclosed to the members of LSP.

Mechanism for Addressing Alleged Violations

1. The Board must establish an Ethics Committee consisting of one or more Directors.

2. If any person is alleged to be acting in violation of this Code of Conduct a concern may be raised with any member of the Ethics Committee, however, members of LSP, Directors and Committee members are encouraged to engage in good faith efforts to resolve any differences before raising issues with the Ethics Committee.

3. The Ethics Committee must investigate the allegation, review the evidence of violation, endeavor to meet with the person alleged to be in violation, and present its findings and recommendations to the other members of the Board at the next scheduled Board meeting.

4. Persons who are found to have violated this Code of Conduct may be subject to disciplinary action, as determined by the Board in consultation with the Ethics Committee including:
   - censure,
   - request for resignation from LSP, the Board or Committee, or
   - request for removal by the membership in accordance with the Bylaws.

5. The results of the investigation of any allegation shall be communicated by the Ethics Committee to the person making the allegation. Except in the case where a request for removal is made to the membership, all communications with the Ethics Committee and all investigations, deliberations and the results thereof shall be treated as confidential by all parties involved.