

Code of Conduct for Board Members, Volunteers, and Members in Official Roles

Board Approved November 12, 2025

Purpose and Scope

This Code establishes standards of conduct for all individuals serving the Sandia Heights Homeowners Association (Association) in an official capacity, including Board Members, Committee Members, and other Volunteers representing the Association. All such individuals are expected to act in good faith, uphold the Association's governing documents, and serve the collective interests of the Sandia Heights community.

Individuals serving in official roles shall act in the best interests of the Association as a whole and for the benefit of the entire community.

Ethical Conduct and Conflicts of Interest

- Individuals shall not use their position for private gain or to influence decisions improperly.
- Individuals shall not solicit or accept any gift, favor, or compensation intended to influence Association decisions.
- Individuals shall not seek preferential treatment or special consideration.
- Individuals shall not misrepresent facts or use their position for financial advantage.
- Individuals shall not seek to enhance their financial interests through relationships with contractors or suppliers doing business with SHHA.

Compliance with Law and Governing Documents

- Individuals shall comply with the Association's Declaration, Bylaws, and other governing documents.
- Individuals shall conduct all Association business in accordance with all applicable federal, state and local law.

Integrity, Respect and Fairness

- Individuals shall conduct all Association business with integrity, fairness, and respect for others.
- Individuals shall not engage in discrimination or harassment based on race, color, national origin, ancestry, religion, sex, sexual orientation, gender, gender identity, age (40 and over), pregnancy, childbirth or related medical condition, physical or mental disability, serious medical condition, or spousal affiliation, as prohibited under the New Mexico Human Rights Act and applicable federal law.
- Individuals shall maintain professionalism, civility, respect, and decorum in all meetings and interactions conducted on behalf of the Association, and shall refrain from personal attacks, defamation, or disruptive conduct in person, by email, or by any other means.

Governance and Decision-Making

- Individuals shall work within the Association's established governance framework and shall not take unilateral action on behalf of the Association.

- Individuals shall not implement or promise contracts, agreements, or commitments without proper Board or Executive Committee authorization.
- Individuals shall maintain confidentiality regarding executive or closed sessions, personnel matters, and any information pertaining to other residents, including complaints, disputes, or allegations involving other members of the community.

Relations with Vendors and Contractors

- Individuals shall not interfere with contractors, vendors, or service providers fulfilling approved contracts.

Rights of Members in Official Roles

- Individuals serving in official roles shall have the same rights as any other Association Member, subject to the limitations of their position.