

## **Madison County Public Library Conflict of Interest Policy (2025)**

The Madison County Public Library's policies and Board of Trustees decisions will be fairly and impartially determined so that the personal financial interests of board members and library staff do not conflict with the interests of the library.

Board members have a financial interest if they have, directly or indirectly, through business, investment or family (through relationship of first cousin): (i) an ownership or investment interest in any type of property which the library is contemplating a transaction for; (ii) ownership in an entity or business with which the library has an agreement or is contemplating an agreement with; or (iii) a potential ownership or investment interest in, or compensation arrangement with, any type of property, entity or individual with which the library is negotiating a transaction or arrangement. Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

Board members shall not participate, directly or indirectly, in the making of any contract on behalf of the library in which they have a personal financial interest; nor shall a board member participate in any decision or recommendation involving the library in which they have a personal financial interest.

Any board member aware of a personal conflict of interest regarding a matter coming before the board shall bring this to the attention of the board. The board president shall rule as to whether the situation constitutes a conflict. If a conflict exists, the board member shall abstain from voting and from any discussion regarding the matter by leaving the room, and shall not be counted in determining the quorum during the time that they are absent. These details shall be recorded in the minutes of such meetings.

In the event that the president has a conflict or perceived conflict, the vice-president will fulfill the role of investigating and ruling on the conflict.

Board members shall not participate in any way in deciding whether to hire any person related to them by blood or marriage closer than a second cousin, as an employee of the library. Additionally, board members shall not participate in any way in disciplinary actions of any employee related to them by blood or marriage closer than a second cousin.

The board, in accordance with this policy and applicable law, shall deal with any conflict of interest brought to its attention.