

Madison County Public Library Ethics Policy (2022)

Scope

As a public agency, the Madison County Public Library has a duty to act in the best interest of the public. Therefore, it is crucial that all board members and library employees conduct business on behalf of the library with the highest level of integrity.

Guiding Principles

- Board members and employees shall uphold the integrity of the library and shall perform their duties impartially and diligently
- Board members and employees shall not engage in discrimination of any kind, including that based on race, gender, gender identity, age, country of origin, class, ethnicity, religion, sexual orientation, or belief system.
- Board members and employees shall protect and uphold library customers' right to privacy in their use of the library's resources.
- Board members shall immediately disclose to the board any conflict of interest they may have with regard to any official action or business before the Board. Board members shall abstain from any involvement in or decision-making on said issue if they do have such a conflict of interest. A conflict of interest exists when a Board member's loyalties or actions are divided between the Library's interests and their own personal interest or the interests of a family member. A Board member who is unsure as to whether a certain transaction, activity, or relationship constitutes a conflict of interest or the appearance of a conflict of interest should discuss the situation with the director."
- Board members and employees shall avoid situations in which there is a reasonable probability that their personal interests may appear to be in conflict with the best interests of the library.
- Board members shall abstain from any official action in which their personal interest could reasonably be perceived as compromising their ability to act in a fair, impartial and objective manner.
- Board members and employees shall not act in any way that may reasonably create an impression that they are engaged in conduct that violates their responsibilities as board members or employees.
- Board members and employees shall not use or attempt to use their position with the library to obtain personal privileges or advantages for themselves, their friends, or their families.
- Board members and employees shall not be swayed by partisan interests, public pressure, or fear of criticism when carrying out their official duties.
- Board members and employees shall strive to uphold the integrity of the library and be respectful to their fellow board members and library employees in public settings.

Compliance

If any board member or the director appears to be in conflict with the Guiding Principles above, they will be asked to meet with the board as a whole to discuss the issue. The board will make a

recommendation to the board member or director as to how the conflict should be rectified. Failure to resolve the conflict to the satisfaction of the board or law may result in a board recommendation for the removal of the offending board member or termination of the director. Employees who appear to be in conflict with the Guiding Principles will be asked to meet with the director who will investigate and make a determination regarding discipline or termination.