

### Section 1.5

#### Conflict of Interest & Ethics

The Greenville Area Public Library is dependent on the trust of its community to successfully achieve its mission. Therefore, it is crucial that all Board members conduct business on behalf of the Library with the highest level of integrity avoiding any impropriety or the appearance of impropriety.

##### **Conflict of Interest**

- No Board member or committee member of the Greenville Area Public Library Board shall derive any personal profit or gain, directly or indirectly, by reason of their participation on the Board.
- Each individual shall disclose to the Board any personal interest which they or immediate family may have in any matter pending before the Board and shall refrain from participation in any decision on such matter.
- Members of the Greenville Area Public Library Board and committees shall refrain from obtaining any list of library patrons or any other operational information that results in personal benefit.
- Board members should avoid situations in which their personal interests, activities or financial affairs are, or are likely to be perceived as being in conflict with the best interests of the Greenville Area Public Library.

##### **Guiding Principles of Board Ethics**

- Board members should uphold the integrity of the Greenville Area Public Library and should perform their duties impartially and diligently and shall not be swayed by partisan interest, public pressure or fear of criticism.
- Board members should not engage in discrimination of any kind including that based on race, class, ethnicity, religion, sex, sexual orientation, or belief system.
- Board members must respect the confidential nature of library business while being aware of and in compliance with applicable laws governing freedom of information. Board members should protect and uphold library patrons' right to privacy in their use of the library's resources.
- Board members should not use or attempt to use their position with the Greenville Area Public Library to obtain unwarranted privileges or advantages for themselves or others.
- Board Members shall not interfere with the management responsibilities of the Executive Director or the supervision of library staff.
- Board members must be prepared to support to the fullest the efforts of librarians in resisting censorship of library materials by groups or individuals
- Board members should not denigrate the organization or fellow Board members in any public arena.
- Board members are expected to perform all the functions of library board members.

## Greenville Area Public Library Policy

### **Therefore:**

To preserve and uphold the Greenville Area Public Library reputation as an organization of unimpeachable integrity, each Board member will sign a “Conflict of Interest & Ethics” statement and an “Confidentiality Statement” at the commencement of their service with the Greenville Area Public Library.

### **Compliance:**

If any Board member appears to be in conflict with the “Guiding Principles” above, he or she will be asked to meet with the Executive Committee to discuss the issue. The Executive Committee will make a recommendation to the full Board based on their findings.

Approved: 7/18/2023

Greenville Area Public Library Board of Directors

## Greenville Area Public Library Policy

### Conflict of Interest & Ethics Agreement

Library Board Members are accountable for the resources of the Greenville Area Public Library as well as to ensure that the library provides the best possible service to the community. Every Board Member makes a personal commitment to contribute the time and energy to faithfully carry out their duties and responsibilities effectively with truth, honor and dignity.

All Board Members shall read and agree to the tenets outlined in Board Policy 1.5: Conflict of Interest and Ethics and will complete this form annually.

This is to certify that I, except as described on the reverse of this sheet, am not now or at anytime during the past year have been:

A participant, directly or indirectly, in any arrangement, agreement, investment, or other activity with any vendor, supplier, or other party doing business with Greenville Area Public Library that has resulted or could result in personal benefit to me.

Any exceptions to the above are stated on the reverse of this sheet with a full description of the transactions, whether direct or indirect, which I have (or have had during the past year) with persons or organizations having transactions with the Greenville Area Public Library

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed name: \_\_\_\_\_

*Please return this signed document to the Library Director*