

Library Trustee Code of Ethics Policy

Adopted July 7, 2009

STATEMENT OF COMMITMENT

It is the responsibility of the Board of Trustees of the Kinderhook Memorial Library and the individual trustees to ensure that the Kinderhook Memorial Library provides quality library service to the residents of the communities we serve. The Code of Ethics, which follows, represents our commitment to the ethical standards for our library. Failure to adhere to this Code of Ethics by any individual trustee may result in removal from the board.

ETHICAL GUIDELINES

Trustees in the capacity of trust upon them, shall observe ethical standards with absolute truth, integrity, and honor.

Trustees must distinguish clearly between their personal attitudes and philosophies and those of the institution, acknowledging the formal position of the board even if they personally disagree. After a policy or rule is adopted by a majority of the library board, individual trustees should publicly support those decisions.

Trustees must respect the confidential nature of library business while being aware of and in compliance with applicable laws governing freedom of information. Trustees must not divulge information learned during executive sessions of the board, or any information regarding future board plans or actions until such action is officially taken. Negotiations of contracts are in the purview of the assigned board committee/representative.

Trustees must avoid situations in which personal interests might be served or financial benefits gained at the expense of library users, colleagues or the situation.

It is incumbent upon any trustee to recuse himself or herself immediately whenever the appearance of a conflict of interests exists.

Trustees must make decisions in the best interest of residents in all parts of the Kinderhook Memorial Library's chartered service area. No preference will be given to any town, village, or group of people.

Trustees must be prepared to support to the fullest the efforts of librarians in resisting censorship of library materials by groups or individuals.

Trustees who accept library board membership are expected to perform all the functions of library trustees. If a trustee is unable to attend meetings regularly and complete work delegated to him or her, the trustee should resign so that an active member can be appointed.