

<b>Cromaine District Library Policy</b>	Policy #: 8008
<i>ETHICS STATEMENT</i>	<u>Tracking Record</u> Date Approved: 1/20/00 Revised: 3/22/05

## **Purpose**

The Board of Trustees of the Cromaine District Library (the Library) recognizes the importance of codifying and communicating the ethical principles that guide the work of the Board. The Ethics Statement states the values to which the Board is committed and embodies the ethical responsibilities of its operation.

## **General Principles**

1. Trustees, as elected officials, must be cognizant of their responsibility to the citizens of the Library district.
2. The responsibility to the Library and citizenry must take precedence over personal interests and/or desires of special interest groups. Trustees will disqualify themselves from decision-making if a conflict of interest should arise.
3. Trustees have a responsibility to fully understand and endeavor to comply with laws governing freedom of information. Trustees should exercise discretion when discussing library business.
4. As a member of a decision-making group (the Library Board), trustees have a responsibility to apply their individual knowledge and express opinions. However, once a decision is made, trustees will support the Board decision.
5. Public statements concerning the business of the Board shall be the responsibility of the Board President or the President's designee.
6. Each trustee must be conscientious about preparation for and attendance at both Board and committee meetings. If circumstances require an absence, adequate notice should be given to the Director or committee chairperson.
7. Trustees will maintain communication with, and foster support of, the Friends of the Cromaine District Library.
8. Trustees will uphold the mission and core values of the Library.

Trustees are expected to perform all the functions of the position while observing ethical standards of fidelity, integrity and honor.