

PLAINEDGE PUBLIC LIBRARY BOARD OF TRUSTEES

CODE OF ETHICS

Adopted by the Board of Trustees March 6, 1967

Revised November 17, 2014

Revised, March 23, 2022

As elected public officials, the Trustees of the Plainedge Public Library have an obligation to meet the highest legal, moral, and ethical standard to successfully achieve the mission of the Library, in addition to supporting the Code of Ethics of the American Library Association.

Each Trustee shall:

- Accept and carry out all duties and functions of the position of Trustee with absolute truth, integrity, and honor.
- Recognize that the authority of each Trustee in collective within the legal action of the entire Board and individual Trustees cannot assume authority for comments or actions unless delegated to do so by the Board.
- Not disclose confidential information unless such disclosure is required pursuant to the Library's or Board compliance with Freedom of Information privacy or other applicable laws and regulations.
- Represent the best interests of the Library and those of community residents and do nothing to violate the public trust.
- Avoid real or perceived conflicts of interest when making decision for or about the Library that may involve issues of personal gain for self, family, or friends.
- Refuse gifts of any kind that could create an appearance of an impropriety or undue influence.
- Adhere to all Board adopted policies, rules, and procedures.
- Become familiar with laws pertaining to libraries, prepare for Board meetings and maintain current knowledge in order to effectively serve the Library.
- Ensure that personal philosophies or interest do not interfere with or compromise the ability to carry out the duties of a trustee of the Library in a fair, impartial and objective manner.
- Abstain from using Library resources or allowing resources to be used for personal interest of financial benefit.

The Board of Trustees shall:

- Transact Library business only at Board meetings for which appropriate notice has been made public in compliance with the NYS Open Public Meetings Law.
- Respect the differing roles of the Library Director and the Trustees as provided in the Library's Board/Director Relations Policy.
- Observe all laws, rules, regulations and Library policies.
- Seek legal and other professional counsel as needed, and utilize such counsel to guide decision making and creating policies.
- Support the American Library Association's Library Bill of Rights and the efforts of the Library Director and staff to resist censorship of library materials by groups or individuals.

Distribution of the Plainedge Public Library Trustee Code of Ethics.

The Library Board will distribute a copy of the Code of Ethics to every Trustee.

Thereafter, each newly elected Trustee will be given a copy before entering upon the duties of his/her office.

All trustees will sign the Code of Ethics and Conflict of Interest Agreement, every year at the Reorganization Meeting.