



Warner Library

WARNER LIBRARY CONFLICT OF INTEREST POLICY

The Warner Library requires trustees and employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities.

No Warner Library Board member shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation on the Library Board. Other than compensation, no employee shall derive any personal profit or gain, directly or indirectly, by reason of his or her employment by the Warner Library except through activities that may facilitate professional advancement or contribute to the profession such as publications and/or lectures at professional conferences that have been fully disclosed to the Board. In addition to the guidelines outlined in this policy, all employees must adhere to the Village of Tarrytown Ethics Code which may be found online at <http://ecode360.com/10672669>.

Each individual Board Member or employee shall disclose to the Board any personal interest which he or she may have in any matter pending before the Board and shall refrain from participation in any decision on such matter. Further, a Board member with a personal interest may not attempt to influence improperly the deliberation or voting on the matter giving rise to the conflict.

The existence and resolution of any conflict must be documented in the minutes of any meeting at which the conflict was discussed and voted upon.

Members of the Warner Library Board and staff shall refrain from obtaining any list of library patrons for personal benefit.

No member of the Board of Trustees or employee shall accept any favor or thing of value which might affect or appear to affect their judgment on any matter affecting the library.

Adopted March 26, 2015 Warner Library Board of Trustees