



# WESTCHESTER PUBLIC LIBRARY

## Board of Trustees Code of Ethics

### **As a member of the Westchester Public Library Board of Trustees, I will**

- Listen carefully to my teammates and those served by the Westchester Public Library.
- Respect the opinion of other Board members.
- Respect and support the majority decisions of the Board.
- Recognize that all authority is vested in the Board when it meets in legal session, and not with individual Board members.
- Keep well-informed of developments that are relevant to issues that may come before the Board.
- Participate actively in Board meetings and actions.
- Call to the attention of the Board any issues that I believe will have an adverse effect on the Westchester Public Library or those we serve.
- Attempt to interpret the needs of constituents to the Westchester Public Library and interpret the action of the Westchester Public Library to its constituents.
- Refer constituent or staff complaints to the proper level on the chain of command.
- Recognize that the Board member's job is to ensure that the Westchester Public Library is well-managed, not to manage the Westchester Public Library.
- Vote to hire the best possible person to direct the Westchester Public Library.
- Represent all constituents of the Westchester Public Library and not particular geographic areas or special interest groups.
- Consider myself a "trustee" of the Westchester Public Library and do my best to ensure that the Westchester Public Library is well-maintained, financially secure, growing, and always operating in the best interests of constituents.
- Always work to learn more about the Board member's job and how to do it better.
- Declare any conflict of interests between my personal life and my position on the Board, and avoid voting on issues that appear to be a conflict of interest.

### **As a member of the Board of Trustees of the Westchester Public Library I will not**

- Be critical, in or outside of Board meetings, of other Board members or their opinions.
- Use the Westchester Public Library or any part of the Westchester Public Library for my personal advantage or the personal advantage of my friends or relatives.
- Discuss the confidential proceedings of the Board outside of Board meetings.
- Promise prior to a meeting how I will vote on any issue in the meeting.
- Interfere with duties of the Director or undermine the Director's authority.