

Conflict of Interest and Ethical Conduct Policy Scio Memorial Library

Members of the board of trustees of the Scio Memorial Library aspire to the highest level of ethical conduct and intend that all decisions are made free of conflicts or inappropriate influences. The board also values the knowledge gained from individuals' involvement with other organizations. If such affiliations might create or appear to create conflicts with the individual's duty to the Scio Memorial Library, the following policy has been adopted.

In carrying out this policy, the library relies on the good judgment and integrity of its board members and employees and encourages a culture of transparency in which such individuals fully and promptly disclose all affiliations, interests, and gifts of which they are aware that might present a conflict relating to a potential transaction, or might otherwise affect their objectivity. For that reason board members and employees are asked to bring to the attention of their colleagues all personal and professional interests or affiliations that might conflict with their duty to the library.

This policy is intended to cover any grant, investment, purchase, hiring or business transaction. If there is a relationship between any board member or employee and any party benefiting from any grant, investment, purchase, job offer or business transaction, disclosure to the board is expected.

A conflict of interest is present if the individual involved might benefit financially or derive a significant personal benefit.

An annual disclosure statement will be signed by members of the board of trustees in which they indicate the names of any organization in which they have an affiliation.

In the event there is a conflict or the appearance of conflict, the board member will excuse himself or herself from discussion and voting on any pending issue.

Board members will be expected to decline any gifts which a vendor or any party might offer to induce approval of a business transaction or other decision which the board is making.

Dated and approved _____