

## **DAVENPORT PUBLIC LIBRARY**

### **Library Trustee Code of Ethics**

#### **STATEMENT OF PURPOSE**

Davenport Public Library Trustees are responsible for overseeing The Library's resources and ensuring that The Library delivers exemplary service to the citizens of Davenport. Each Trustee commits to dedicating the necessary time and effort to fulfill their duties and responsibilities, upholding the principles of honesty, integrity, and professionalism in all their actions.

#### **PROVISIONS**

1. Trustees shall show respect for their colleagues' opinions and maintain a professional attitude when expressing differing viewpoints or disagreements .
2. Trustees shall comply with all applicable laws, regulations, and policies governing their duties and The Library.
3. Trustees shall perform their responsibilities without being swayed by partisan interests, public pressure, or concerns about criticism.
4. Trustees shall not engage in any form of discrimination and shall uphold the privacy rights of library patrons in the use of library resources.
5. Trustees must clearly differentiate between their personal beliefs and attitudes and those of The Library in both their actions and communications; they must uphold the formal position of the Board, even in cases of disagreement.
6. Trustees are expected to maintain the confidentiality of patrons and Library business, refraining from disclosing such information to unauthorized parties. Trustees must also be knowledgeable about and adhere to applicable Freedom of Information laws.
7. Trustees must refrain from engaging in activities that could lead to personal gain or financial advantage, whether for themselves or others, through their position or access to confidential library information.
8. Trustees shall immediately disclose and recuse themselves if a potential or actual conflict of interest arises.
9. Trustees shall not use their position to seek or gain unwarranted privileges or advantages for themselves or others from The Library or from those who do business with The Library.
10. Trustees shall not interfere with the management responsibilities of the Library Director or the supervision of Library employees.

11. Trustees shall support Library employees in their efforts to uphold intellectual freedom and oppose the censorship of materials by groups or individuals.
12. Trustees shall acknowledge that all authority resides with the board during its official meetings and not with individual members.
13. Trustees shall represent the interests of the entire community in their interactions with The Library, not just a specific area or group.
14. Trustees shall be objective in hiring the Library Director.
15. Trustees shall refrain from committing to their voting position on any issue prior to a meeting.

Signature \_\_\_\_\_ Date \_\_\_\_\_

This statement is based on the Code of Ethics contained in the *Iowa Library Trustee's Handbook: 2021 Edition*, State Library of Iowa, pp. 94-95.