DAVENPORT PUBLIC LIBRARY
Discrimination and Harassment Policy

1. Statement of Purpose

1.1. The Davenport Public Library Board of Trustees affirms its commitment to maintaining a professional, respectful, and inclusive working and learning environment. The Library supports and encourages individual and organizational growth based on ability, performance, and conduct that is free from discrimination, harassment, and inappropriate or disrespectful behavior.

1.2. The Library values a diverse workforce that reflects and advances its mission, vision, and organizational values. A wide range of experiences, identities, and perspectives strengthens The Library's ability to serve the community.

1.3. Discrimination or harassment may occur between library patrons, between employees, between patrons and employees, or involve other third parties. The Library is committed to addressing all such concerns and will take preventative and corrective action as necessary to ensure a safe, respectful environment. Individuals who engage in prohibited conduct are subject to appropriate disciplinary measures.

2. Definition of Discrimination and Harassment

2.1. Under the Iowa Civil Rights Act (Iowa Code Chapter 216), employment discrimination is defined as unfair treatment of an individual or group based on their membership in a legally protected category.

2.2. Harassment includes any unwanted, unwelcomed, or uninvited behavior—verbal, physical, or otherwise—that demeans, threatens, intimidates, or offends an individual and creates a hostile environment, including

- Submission to conduct that becomes a term or condition of employment;
- Submission or rejection that influences employment decisions; or
- Conduct that unreasonably interferes with work performance or creates an intimidating, hostile, or offensive environment

2.3. Harassment can take many forms, including but not limited to:

- Verbal: Innuendo and other suggestive comments, humor or jokes about employee traits, offensive written notes, insults, threats, sexual advances, or propositions; or
- Nonverbal: Whistling, suggestive or insulting looks, sounds, gestures, pictures, cartoons, or calendars; or

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- Physical: Striking (such as hitting or other combative actions), intentional touching of the body (such as brushing, patting, pinching), kissing, inappropriate display of body parts, or coerced acts of a sexual nature; or
- Abuse of Authority: Intentional misuse of power or position by a trustee or employee for an improper purpose.

Additional related provisions appear in Iowa Code Chapter 708.7.

3. Prohibition of Retaliation

3.1. The Library encourages the prompt reporting of perceived discrimination or harassment. All reports will be taken seriously and investigated. Retaliation against any individual who reports misconduct or participates in an investigation is strictly prohibited. Related discipline may extend to termination.

4. Equal Employment Opportunity

4.1. The Library provides equal employment opportunities without discrimination or harassment based on race, color, religion, sex, national origin, citizenship, sexual orientation, gender identity, pregnancy, age, disability, marital status, retaliation, genetic information, and/or any other protected characteristic recognized by federal, state, or local law.

4.2. In compliance with federal and state law, including Iowa Code Chapter 216.6, The Library provides reasonable accommodations for applicants and employees with disabilities or for sincerely held religious observances, practices, and beliefs.

5. Responding to Harassment or Discrimination

5.1. Any employee, patron, or third party who believes they have experienced or witnessed discrimination or harassment should report the concern to a supervisor or Library Administration. Individuals may also contact the Library Board of Trustees, particularly if the issue involves the Library Director.

5.2. Administration will investigate the complaint in accordance with Administrative Policy 3.3 (Complaints) and communicate available options for addressing the concern. Information will be disclosed only as necessary to investigate, respond to, or resolve the complaint, or as required by law. Law enforcement will be contacted when behavior warrants their involvement.

5.3. All employees are expected to cooperate in employment investigations and are prohibited from making false statements intended to take revenge or harm a fellow employee. Individuals who intentionally report false claims with the purpose of damaging the individual or organization's reputation will be subject to a separate disciplinary investigation.

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