

**WESTCHESTER PUBLIC LIBRARY
BOARD OF TRUSTEES
CODE OF ETHICS**

As a member of the Board of Trustees of the Westchester Public Library, 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 manage the Westchester Public Library.
- represent all constituents of the Westchester Public Library and not a particular geographic area 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 Westchester Public Library 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 the board meeting, 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 the board meeting.
- promise prior to a meeting how I will vote on any issue in the meeting.
- interfere with duties of the executive or undermine the executive's authority.