

Conflict of Interest Policy

Officers, Board Members and Employees

No Board member or committee member of the Pennsauken Free Public Library shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation on the Board. Other than compensation, no employee shall derive any personal profit or gain, directly or indirectly, by reason of his or her employment by the Pennsauken Free Public Library except through activities that may facilitate professional advancement or contribute to the profession such as publications and professional service and have been fully disclosed to the Board.

Each individual shall disclose to the Board any personal interest which he or she may have in any matter pending before the Board and shall refrain from participation in any decision on such matter.

Members of Pennsauken Free Public Library Board, committees, and staff shall refrain from obtaining any list of library patrons that results in personal benefit.

Interpretation

This Policy cannot describe all potential conflicts of interest or ethical issues that may arise, and its application may be uncertain at times. Trustees and employees should exercise the highest standards of ethical judgment and err on the side of caution. Trustees and employees are encouraged to consult with the President of the Board or Library Director if they have any questions as to the applicability of this Policy to a particular situation.

Statements and Documentation

When beginning formal association with the Library, each Director, Trustee, and employee shall sign a statement which affirms such person:

Has received a copy of the conflicts of interest policy; Has read and understands the policy;
Has agreed to comply with the policy;

Understands the Library is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Statement of Associations

This is to certify that I, as a Trustee or employee of Pennsauken Free Public Library:

I have received a copy of the Library's Ethics and Conflict of Interest Policy for Trustees and Employees. I have read and understood the Policy. I agree to comply with the provisions of the Policy.

Any exceptions to the above are stated on the reverse of this sheet with a full description of the transactions, whether direct or indirect, which I have (or have had during the past year) with persons or organizations having transactions with Pennsauken Free Public Library.

Signature: _____ Date: _____

Printed name: _____

Library position: _____