

**AURORA FREE LIBRARY – ETHICS STATEMENT**  
**Adapted from the Official Statement from United for Libraries**

Public library Staff and Trustees are accountable for the resources of the library as well as to see that the library provides the best possible service to its community. Staff and Trustees make a personal commitment to provide the time and energy to faithfully carry out their duties and responsibilities effectively and with absolute truth, honor and integrity.

Staff & Trustees shall:

- Respect the opinions of their colleagues and not be critical or disrespectful when they disagree or oppose a viewpoint different than their own.
- Comply with all the laws, rules and regulations that apply to them and to their library.
- When fulfilling their responsibilities, are not be swayed by partisan interests, public pressure or fear of criticism.
- Do not engage in discrimination of any kind and shall uphold library patrons' rights to privacy in the use of library resources.
- Distinguish clearly in their actions and statements between their personal philosophies and attitudes and those of the library, acknowledging and supporting the formal position of the Board even if they disagree.
- Respect the confidential nature of library business and not disclose such information to anyone. Trustees must also be aware of and in compliance with Freedom of Information laws
- Avoid situations in which personal interests might be served or financial benefits gained as a result of their position or access to privileged library information, for either themselves or others.
- Immediately disqualify him/herself whenever the appearance of or a conflict of interest exists.
- Do not use their position to gain unwarranted privileges or advantages for themselves or others from the library or from those who do business with the library.
- Do not interfere with the management responsibilities of the director or the supervision of library staff.
- Support efforts in resisting censorship of library materials by groups or individuals.

**Therefore:** To preserve and uphold the Aurora Free Library's reputation as an organization of unimpeachable integrity, Staff and Trustees will sign a "Conflict of Interest" statement and an "Ethics Statement" at the beginning of each Board calendar year (and at the commencement of their service) during their tenure with the Aurora Free Library.

**Compliance:** If any Board member, committee member, volunteer or the library director appears to be in conflict of the "Guiding Principles" above, they will be asked to meet with the Board Executive Committee to discuss the issue. The Executive Committee will make a recommendation to the Board based on their findings. Employees who are or appear to be in conflict with the "Guiding Principles" will be asked to meet with the library director who will make a determination as to discipline or termination based on his or her findings. If the President or any member of the Executive Committee appears to be in conflict with the Ethics Policy, the remaining officers will create a committee to discuss the issue.

Approved by the Aurora Free Library Board of Trustees on 3/21/2024