POLICY: TRUSTEE ETHICS, CONDUCT, AND RESPONSIBILITY
Approval Date: December 19, 2023

Related Policies
Access to Library Services
Code of Conduct
Intellectual Freedom
HR1 – Inclusion Statement
HR6 – Employee Conduct
HR10 – Harassment & Bullying
Spokane County Library District Board of Trustee Bylaws

Purpose:
The purpose of this policy is to set forth the ethics, conduct, and responsibilities expected of
Trustees during their term(s) of service on the Spokane County Library District Board of Trustees
(Board).

Policy:
It is the policy of the Spokane County Library District that Trustees shall:

Comply with all federal, state, and local laws, rules and regulations regarding public libraries,
and District policies.

Follow only legal, professional, and Board or District-established procedures in the execution of
their official duties.

Pursue and support the District's mission and vision, making decisions in the best interest of the
organization and the diverse communities we serve.

Champion free and open access to legally protected information without interference,
surveillance, or scrutiny, as outlined in the District's Intellectual Freedom and Access to Library
Policies and enshrined as a fundamental freedom in the First Amendment to the United States
Constitution.

Recognize the diverse perspectives, worldviews, and lived experiences of the customers that the
District serves and support the provision of library collections, resources, and services that are
representative of our customers and responsive to their information needs and interests.

Commit to equity, diversity, and inclusion through the adoption of District policies and
practices that provide opportunities for every person in our community and organization
to thrive.

Attend Board meetings regularly, prepare to participate constructively, and engage in the
Board's decision-making process.

Express their unique viewpoint and draw from their personal expertise when deliberating business before the Board.

Respect the opinions of their fellow trustees, District employees, and customers, and conduct themselves with respect and decorum when they disagree or oppose a viewpoint different from their own.

Distinguish clearly between their personal philosophies, opinions, and positions and those of the District. Acknowledge and support the formal position of the Board, which may include disagreement and the casting of dissenting votes.

Give fair hearing to comments and concerns expressed by members of the public and allow District staff ample opportunity to address such comments and concerns before acting on them at a meeting of the Board.

Recognize the authority delegated to the Executive Director and not interfere in the management and day-to-day operations of the District.

Exercise their financial responsibilities in a manner that balances good stewardship of public resources with being responsive to the mission of the District and the communities served therein.

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. Trustees shall immediately recuse themselves whenever a conflict of interest or the appearance thereof exists.

Not ask for or receive any additional compensation, gift, loan, discount on goods or services, or accept any other things of value for performing their official duties. However, gifts of nominal value or gifts of food for a group at special occasions are allowed as long as they do not constitute a conflict of interest.

Support and uphold the District's Harassment & Bullying Policy regarding personal conduct and interactions with fellow Trustees, customers, and employees of the District.

Pursue opportunities to improve their knowledge and understanding of the District, public libraries in general, and changing conditions which may impact the way the District provides services to its customers.

The District will make a good faith effort to implement this policy in a fair and consistent manner.