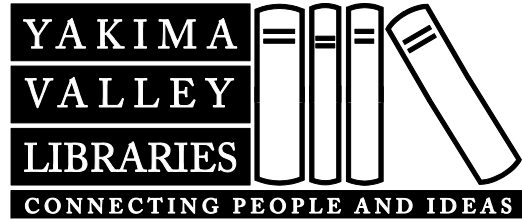

BOARD POLICY ON TRUSTEE ETHICS, CONDUCT, AND RESPONSIBILITY



PURPOSE

The Board of Trustees of the Yakima Valley Libraries exists by virtue of the provisions of Title 27, Chapter 12, of the Laws of the State of Washington. The Board exercises the authority and assumes the responsibility delegated to it by said Statute for the provision of free public library service to the residents of Yakima County, annexed cities and to the residents of cities and municipalities that contract for service. This policy outlines the Board of Trustees' code of ethics, conduct and responsibilities required of each Board member during their term on the Board of Trustees of Yakima Valley Libraries.

POLICY

As a member of the Yakima Valley Libraries Board of Trustees, I accept the following with respect to my conduct as a member of the Board of Trustees.

I will support and promote the benefits of the public library system.

I will comply with all national, state and local laws, rules and regulations regarding public libraries and follow only legal, professional and ethical procedures.

I will pursue opportunities to improve my knowledge and understanding of Yakima Valley Libraries, libraries in general, and changing conditions which may impact the way the Library provides services to patrons. I will support the maintenance of a comprehensive and balanced collection.

I will work to keep all library policies and Trustee conduct free of any discrimination including race, class, ethnicity, religion, sex, sexual orientation, belief system, bigotry and intolerance.

In my interactions with my colleagues, I will recognize the need for trust as the basis for team building and shared leadership. During meetings I will conduct myself in accordance with the Yakima Valley Libraries' norms:

- Focus on the situation and consider the broader implications,
- Respect others and promote positive relationships,
- Express ideas and opinions constructively,
- Share responsibility for effective and positive communication,
- Take initiative to develop solutions,
- Lead by example.

I will express my viewpoint and draw from my personal expertise when deliberating business before the Board, respect the opinions of fellow trustees and conduct myself with respect and decorum during disagreements or opposing viewpoints.

I will acknowledge and support the formal position of the Board after the Board has engaged in a full and open discussion, which may include casting of dissenting votes.

I will clearly distinguish between my personal philosophies, opinions and positions and those of the library, acknowledging and supporting the formal position of the Board, even if I disagree.

I will make decisions on issues before the Board and reach conclusions only after deliberation and full public debate with my fellow board members.

I will attend required regular and committee meetings, read distributed materials/information, and participate in discussions/votes.

I will accept responsibility to work with the Library's Executive Director and respect the professional expertise of the Yakima Valley Libraries' Staff and acknowledge that the internal operation of the library system is the responsibility of the Executive Director. I will refer questions about the system's operations to the Executive Director.

I will refer all complaints to the Executive Director and will act on such complaints in a public forum only after the Executive Director has reviewed them and only if a policy revision is necessary or legal ramifications are involved.

I will recognize that my responsibilities are limited to policy-making decisions, planning, budgeting, evaluations, and overseeing of the Executive Director.

I recognize the need to excuse myself immediately whenever the appearance of a conflict of interest exists or an actual conflict exists.

I will participate in official board discussions and decisions and recognize that authority rests with the whole board assembled in public meetings and will make no personal promises nor take any action which may compromise the board. Nor will I, when representing the board, promote the special interests of individuals, myself, organizations or political views which may conflict with the role of the library to serve our entire public.

I will uphold all policies adopted by the board. I acknowledge that it is appropriate for trustees to state their opposition during board discussion of an issue and register their dissent at any meeting. I acknowledge that a dissenting board member may publicly state that he or she dissented on an issue and why he or she voted against it but that he or she should not undermine or interfere with implementation of the final decisions of the board. I agree that if a board member is so strongly opposed to the actions of the Board that he or she cannot support the decision, he or she should consider resignation from the Board.

I support the mission statement of the Yakima Valley Libraries and embrace the First Amendment, relevant principles of WLA and ALA and the right of our patrons to pursue knowledge for their enrichment and continued education.

Adopted — 01/25/2021
Resolution #21-005