

Board of Trustee Ethics, Conduct and Responsibility Policy

The purpose of this policy is to set forth minimum standards of ethical conduct and responsibilities for the Coeur d'Alene Public Library Board of Trustees that may not be enumerated in State of Idaho or City of Coeur d'Alene codes and rules, the Board of Trustees Bylaws, or in other library policies.

1. Trustees shall uphold the mission of the library to provide access to everyone to information, ideas, programs, facilities, and resources without bias or discrimination.
2. Trustees shall uphold patrons' rights guaranteed in the United States Constitution, including rights to privacy and free speech.
3. Trustees shall receive comments and concerns expressed by members of the public and shall allow library staff ample opportunity to address such comments and concerns before acting on them at a meeting of the board.
4. Trustees shall refer inquiries from the press to the board chair or library director or their respective designees to provide a consistent response.
5. Trustees may speak as individuals, but they should encourage patrons to direct their questions about policies and procedures to the library director or designee.
6. Trustees shall respect the opinions of their fellow trustees and conduct themselves with respect and decorum when they disagree or oppose a viewpoint different from their own.
7. Trustees must distinguish clearly between their personal philosophies, opinions, and positions and those of the library, acknowledging and supporting the formal position of the board, even if they disagree.
8. Trustees shall not endorse any product, service or enterprise that inures to the private gain of friends, relatives, or persons with whom the trustee is affiliated in a nongovernmental capacity.
9. Trustees shall leave actual management of the library to the library director, whose responsibility it is to supervise day-to-day operations, hire staff, and oversee the selection of library materials, equipment, and supplies per [Idaho Code 33-2608](#).