

Dover Plains Library Conflict of Interest Policy

Definition: "Conflict of Interest"- Use by a Trustee of the authority of his or her office or any confidential information received through his or her position as a Trustee for the pecuniary benefit of himself or herself, a member of his or her immediate family, or a business with which he or she or member of his or her immediate family is associated.

In order to conduct themselves in accordance with the highest ethical standards, the Board of Trustees of the Dover Plains Library shall observe the following rules:

- A Trustee shall not participate, directly or indirectly, in the making of any contract on behalf of the Library for goods or services in which he or she is financially interested either as an employee, partner or principal or has any ownership interest in the entity, except for the services for which a Trustee is specifically retained. Nor shall a Trustee participate in any decision or recommendation involving the Library where such persons shall have a direct or indirect financial interest.
- Any Trustee aware of a personal conflict of interest regarding a matter coming before the Board shall bring this to the attention of the Board. The President of the Board shall rule as to whether the declaration constitutes a conflict. If a conflict exists, the Trustee shall not vote on the matter and shall excuse him/herself from any discussion regarding the matter by leaving the room, and shall not be counted in determining the quorum if that has not already been established for the meeting. These points shall be recorded in the Minutes of such meetings.
- When a Board member perceives that another Trustee has a conflict of interest that has not been declared, the Board member may request the President to rule.
- In the event that the President has a conflict or perceived conflict the Vice-President will fulfill the role of investigating and ruling on the conflict.

Any conflict of interest brought to the attention of the Board shall be dealt with by the Board in accordance with this policy and applicable law.

Approved by the Board of Trustees 11/5/2014