

BANCROFT PUBLIC LIBRARY

CODE OF ETHICS

The following is an excerpt from the Code of Ethics of the American Library Association (Adopted at the 1939 Midwinter Meeting by the ALA Council; amended June 30, 1981; June 28, 1995; and January 22, 2008.):

"The principles of this Code are expressed in broad statements to guide ethical decision making. These statements provide a framework; they cannot and do not dictate conduct to cover particular situations.

- I. We provide the highest level of service to all library users through appropriate and usefully organized resources; equitable service policies; equitable access; and accurate, unbiased, and courteous responses to all requests.
- II. We uphold the principles of intellectual freedom and resist all efforts to censor library resources.
- III. We protect each library user's right to privacy and confidentiality with respect to information sought or received and resources consulted, borrowed, acquired or transmitted.
- IV. We respect intellectual property rights and advocate balance between the interests of information users and rights holders.
- V. We treat co-workers and other colleagues with respect, fairness, and good faith, and advocate conditions of employment that safeguard the rights and welfare of all employees of our institutions.
- VI. We do not advance private interests at the expense of library users, colleagues, or our employing institutions.
- VII. We distinguish between our personal convictions and professional duties and do not allow our personal beliefs to interfere with fair representation of the aims of our institutions or the provision of access to their information resources.
- VIII. We strive for excellence in the profession by maintaining and enhancing our own knowledge and skills, by encouraging the professional development of coworkers, and by fostering the aspirations of potential members of the profession."

The Bancroft Public Library is dependent on the trust of its community to successfully achieve its mission. Therefore, it is crucial that all Board members and employees conduct business on behalf of the Bancroft Public Library with the highest level of integrity avoiding any impropriety or the appearance of impropriety. In conjunction with the above, the Bancroft Public Library also adopts the following as its Code of Ethics.

Guiding Principles:

Bancroft Public Library Board members and employees:

1. Should uphold the integrity of the Bancroft Public Library and should perform their duties impartially and diligently.
2. Should not engage in discrimination of any kind including that based on race, class, ethnicity, religion, sex, sexual orientation, or belief system.
3. Should protect and uphold library patrons' right to privacy in their use of the library's resources.
4. Should avoid situations in which their personal interests, activities or financial affairs are, or are likely to be perceived as being in conflict with the best interests of the Bancroft Public Library.

5. Should avoid having interests that may reasonably bring into question their position in a fair, impartial and objective manner.
6. Should not knowingly act in any way that would reasonably be expected to create an impression among the public that they are engaged in conduct that violates their trust as Board members or employees.
7. Should not use or attempt to use their position with the Bancroft Public Library to obtain unwarranted privileges or advantages for themselves or others.
8. Should not be swayed by partisan interests, public pressure, or fear of criticism.
9. Should not denigrate the organization or fellow Board members or employees or volunteers in any public arena.

Adopted: July 11, 2017

Reaffirmed: May 10, 2022