



Board Members' Code of Conduct

Legal References: Public Libraries Act, R.S.O. 1990

Policy References: LB 02 Governance By-laws
LB 03 Board Job Description

The Board expects ethical and businesslike conduct of itself and its members. This commitment includes proper use of authority and appropriate decorum in group and individual behaviour when acting as board members.

1. Responsibility

1.1. Board members shall be loyal to the interests of the Stratford Public Library. In the broader community, Board members shall represent fairly the positions of the Board, and the interests of the Stratford Public Library. Board members must represent unconflicted loyalty to the interests of its ownership. This accountability supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other boards or staffs. This accountability supersedes the personal interest of any board member acting as an individual consumer of the organization's services.

2. Conflict of Interest

2.1. Board members must comply with the Municipal Conflict of Interest Act and its regulations and avoid any conflict of interest or appearance of conflict of interest with respect to their fiduciary responsibility.

2.2. There must be no self-dealing or any conduct of private business or personal services between any Board member and the organization except as procedurally controlled to assure openness, competitive opportunity and equal access to "inside" information.

2.3. Board members must not use their positions to obtain employment in the organization for themselves, family members or close associates.

- 2.4. Should a Board member be considered for employment with the library, s/he must temporarily withdraw from Board deliberation, voting and access to applicable Board information.

3. Individual Authority

- 3.1. Board members may not attempt to exercise individual authority over the organization except as explicitly set forth in Board policies.
- 3.2. Board members' interaction with the chief executive officer or with staff must recognize the lack of authority in any individual Board member or group of Board members except as noted above.
- 3.3. Board members' interaction with the public, press or other entities must recognize the same limitation and the similar inability of any Board member or Board members to speak for the Board.
- 3.4. Board members will express no judgments of the chief executive or staff performance except as that performance is assessed through the official process.

4. Formal Communication

- 4.1. The Board will communicate policy and strategy speaking with one voice, to ensure adherence to a consistent message. In situations requiring formal communication from the Board, the Chair or designate shall be the spokesperson.