

Loogootee Public Library By-Laws

Nepotism Policy

Part One

1. Board Members and their immediate family members (as defined below) will be excluded from consideration for employment by the organization.
2. Employees shall not hold a position with the Loogootee Public Library while they are or members of their immediate family (as defined below) serve on the board of directors or any committee of the board.
3. Employees may not hold a job over which a member of their immediate family exercises supervisory authority. Taking into consideration this is a rural community and at times the only qualified individual may be a relative of the library Director or current library employees, we the Loogootee Public Library Board of Trustees leave the decision up to the Director. The Director can appoint the Assistant Librarian as supervisory authority thus eliminating any conflict of interest. In this section and sections 1 and 2 above, immediate family includes the following: husband, wife, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, sister, sister-in-law, grandparents, and grandchildren. This policy also applies to individuals who are not legally related but reside with another employee.

Part Two

It is well accepted the employment of relatives in the same area of an organization can cause serious conflicts and problems with favoritism and employee morale. In these circumstances, all parties, including supervisors, leave themselves open to charges of inequitable consideration in decisions concerning work assignments, performance evaluations, and promotions.

It is the Loogootee Public Library Board of Trustees policy that relatives of persons currently employed by the Loogootee Public Library may be hired only if they will not be working directly for or supervising a relative. If already employed, they cannot be transferred into such a reporting relationship. If the relative relationship is established after employment, the individuals concerned shall decide who is to be transferred. If that decision is not made within 30 calendar days, management shall decide.

In other cases where a conflict arises, the Loogootee Public Library Board of Trustees will step in and resolve the situation.

Part Three

EMPLOYMENT OF SPOUSES: With respect to the employment of relatives, the Loogootee Public Library Board of Trustees reserves the right to: Refuse to place one spouse under direct supervision of the other spouse where such has the potential for creating an adverse effect on supervision, safety, security, or morale.

Conflict of Interest

The Loogootee Public Library Board of Trustees abide by the Indiana Code 35-44-1-3 which states a public servant who knowingly or intentionally has a pecuniary interest in or derives a profit from a contract or purchase connected with an action by the governmental entity served by the public servant commits conflict of interest, a Class D Felony. A public servant has a pecuniary interest in a contract or purchase if the contract or purchase will result or is intended to result in an ascertainable increase in the income or net worth of the public servant or a dependent of the public servant who is under the direct or indirect administrative control of the public servant; or receives a contract or purchase order that is reviewed, approved, or directly or indirectly administered by the public servant.

Adopted: December 13, 2010