

## HMMPL STAFF CODE OF ETHICS

The statement below is based on the Code of Ethics of the American Library Association, with additions.

We, the staff of the Hussey-Mayfield Memorial Public Library, control the selection, organization, preservation and dissemination of information. In a political system grounded in an informed citizenry, we are members of a profession explicitly committed to intellectual freedom and the freedom of access to information. We have a special obligation to ensure the free flow of information and ideas to present and future generations.

1. 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.
2. We uphold the principles of intellectual freedom and resist all efforts to censor library materials.
3. 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.
4. We recognize and respect intellectual property rights.
5. 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 institution.
6. We do not advance private interests at the expense of library users, colleagues, or our employing institution.
7. 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 institution or the provision of access to its information resources.
8. We strive for excellence in the profession by maintaining and enhancing our own knowledge and skills, by encouraging the professional development of co-workers, and by fostering the aspirations of potential members of the profession.
9. As employees of the Hussey-Mayfield Memorial Public Library, we agree not to use our official position or powers to benefit from personal gifts, solicit personal gifts or use our position to influence hiring decisions.
10. We comply with applicable federal, state and local laws, regulations and fiduciary responsibilities.
11. We abide by the governing documents and policies of the Library.

**Approved and adopted by the Hussey-Mayfield Memorial Public Library Board on November 15, 2018.**