

Mid-Hudson Library System Policy

Staff Personnel Policy Amendment

706 Non-competition and Conflict of Interest

Full time system staff may not enter into competition with the System by providing a service for pay to any member library that the System provides or makes available to any member library.

Private business interests must be addressed on the personal time of full time and part time staff. System equipment and materials shall not be used for a private business enterprise. Full time and part time staff cannot use System membership or subscriber lists to solicit any personal business.

Full time and part time staff must report in writing to the Executive Director all services for which a staff member receives pay from a member library. The Executive Director, in consultation with MHLS administrative staff member, will determine if an actual or potential conflict of interest may occur when a staff member is in a position to influence a decision that may result in a personal gain for the staff member as a result of the System's business dealings.

Personal gain may result not only in cases where a staff member has an interest in a business with which the System does business, but also when an employee receives any kickback, bribe, substantial gift, or special consideration as a result of any transaction of business dealings involving the System.

Failure of staff to comply with this policy may lead to disciplinary action, up to and including termination of employment.