



WHISTLEBLOWER POLICY

This Whistleblower Policy of Wadsworth Library Board of Trustees:

- (1) encourages staff and volunteers to come forward with credible information on illegal practices or serious violations of adopted policies of the Board;
- (2) specifies that the Board of Trustees will protect the person from retaliation; and
- (3) identifies where such information can be reported.

ENCOURAGEMENT OF REPORTING

The Wadsworth Library Board of Trustees encourages complaints, reports or inquiries about illegal practices or serious violations of the Wadsworth Library Board of Trustees' policies, including illegal or improper conduct by the Board itself, by its leadership, or by others on its behalf.

Appropriate subjects to raise under this policy would include financial improprieties, accounting or audit matters, ethical violations, or other similar illegal or improper practices or policies.

There are existing separate complaint mechanisms to handle complaints of discrimination or harassment, (unless the complaint is against that process). This policy is not meant as a means of overriding a previous decision of these other mechanisms.

PROTECTION FROM RETALIATION

The Wadsworth Library Board of Trustees prohibits retaliation by or on behalf of the Board against staff or volunteers for making good faith complaints, reports or inquiries under this policy or for participating in a review or investigation under this policy.

This protection extends to those whose allegations are made in good faith but prove to be mistaken.

The Wadsworth Library Board of Trustees reserves the right to take legal action against persons who make knowingly false and damaging complaints or reports.

WHERE TO REPORT

Complaints, reports or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the bases for the complaints, reports or inquiries. They should be directed to the President of the Board of Trustees or to the Library Director.

If both of those persons are implicated in the complaint, report or inquiry, it should be directed to any current Trustee. The Wadsworth Library Board of Trustees will conduct a prompt, discreet, and objective review or investigation. Staff or volunteers must recognize that the Wadsworth Library Board of Trustees may be unable to fully evaluate a vague or general complaint, report or inquiry that is made anonymously.

RESPONSIBILITY BOARD OF TRUSTEES

Approved by Wadsworth Library Board of Trustees, April 12, 2012

Reviewed by Wadsworth Library Board of Trustees, May 10, 2018