

Conflict of Interest Policy and Statement

No member of the Board of Trustees, or any of its Committees, shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation in the activities of the Parma Public Library. Each individual shall disclose to the organization any personal interest which he or she may have in any matter pending before the organization and shall refrain from participation in any decision on such matter.

Any member of the Board, its Committees or Staff who is an officer, board member, committee member, or staff member of an outside concern from which the Parma Public Library secures goods or services shall identify his or her affiliation with such concern; furthermore, he or she shall not participate in any board action specifically directed to that concern.

At this time, I am a board member, committee member or employee of the following organizations:

This is to certify that I, except as described below, am not now nor at any time during the past year have been:

- 1. A participant, directly or indirectly, in any arrangement, agreement, investment, or other activity with any vendor, supplier or other party doing business with the Parma Public Library which has resulted or could result in personal benefit to me.
- 2. A recipient, directly or indirectly, of any salary payments, loans or gifts of any kind or any free service or discount from or on behalf of any person or organization engaged in any transaction with the Parma Public Library.

Any exceptions to provisions 1 or 2 are stated below with a full description of the transaction and interest.

Date: _____ Signature: _____