

Whistleblower Policy

Nyack Library is committed to maintaining an environment where employees feel free to raise good faith concerns regarding workplace practices, including but not limited to:

1. Reporting suspected violations of law;
2. Reporting harassment or impermissible behavior committed by Library management, staff, and Trustees;
3. Providing truthful information in connection with an inquiry or investigation by a court, agency, law enforcement, or other governmental body; and
4. Identifying actual or potential violations of the Library's bylaws and policies.

Employees should raise concerns with, and report violations to their immediate supervisor or the Library Director. If the concerns are with or about either of those parties, the individual should address concerns to the Board President or any member of the Executive Committee.

Nyack Library expressly prohibits any form of retaliation, including harassment, intimidation, adverse employment actions, or any other form of retaliation, against any member or employee who raises suspected violations of law, cooperates in inquiries or investigations, or identifies potential violations of the Library's policies or bylaws. Any employee of the Library or member of the Board of Trustees who engages in retaliation will be subject to discipline, up to and including termination or removal.

Any Library employee who believes that they have been subjected to any form of retaliation as a result of reporting a suspected violation of law or policy should immediately report the retaliation to the Library Director. If the concerns are about the Director, the individual should address concerns to the President of the Board.

Investigation

Reports of suspected violations of law, or of Nyack Library's bylaws or policy and reports of retaliation will be investigated promptly and in a manner intended to protect confidentiality, consistent with a full and fair investigation. The Director or Board, as appropriate, will conduct or designate other internal or external parties to conduct the investigations. The investigating parties will notify the concerned individuals of their findings, and prepare other reports as indicated by the circumstances. A summary of all such reports will be presented to the Board of Trustees.

Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

This Whistleblower Policy shall not apply to allegations made with reckless disregard for their accuracy. People making such allegations may be subject to disciplinary action up to and including termination.