



Sanborn-Pekin Free Library Association Board of Trustees

Whistleblower Policy

This policy is intended to encourage Sanborn-Pekin Free Library Board members, staff and others to report suspected or actual occurrences of illegal, unethical or inappropriate events (behaviors and practices) without retribution.

1. The Whistleblower should promptly report the suspected or actual event to his/her supervisor or to the president of the Board of Trustees.
2. The Whistleblower can report the event with his/her identity or anonymously.
3. The Whistleblower shall receive no retaliation or retribution for a report that was provided in good faith – that was not done primarily with malice to damage another or the organization.
4. A Whistleblower who makes a report that is not done in good faith is subject to discipline, including the termination of the Board or employee relationship, or other legal means to protect the reputation of the organization and members of the Board and staff.
5. Anyone who retaliates against the Whistleblower (who reported an event in good faith) will be subject to discipline, including termination of the Board position or employee status.
6. Crimes against the person or property should be immediately reported to local law enforcement personnel.
7. Supervisors, managers and/or Board members who receive the reports must promptly act or investigate and/or resolve the issue.
8. The Whistleblower shall receive a report within five (5) business days of the initial report, regarding the investigation, deposition or resolution of the issue.
9. If the investigation of a report, that was done in good faith and investigated by internal personnel, is not to the Whistleblower's satisfaction, then he/she has the right to report the event to the appropriate legal or investigative agency.
10. The identity of the Whistleblower, if known, shall remain confidential to those persons directly involved in applying this policy, unless the issue requires investigation by law enforcement, in which case members of the organization are subject to subpoena.