**4.18 NEPOTISM**

The Niles Public Library District (“Library”) is committed to the hiring and employment of persons

based upon merit. It is a goal of the Library to minimize action and employment decisions based on

factors other than the efficient functioning of the Library and the highest quality of service to the

public. In an effort to avoid employment and administrative decisions which may not be consistent

with these objectives, the Library seeks to minimize certain employment circumstances wherein

close, personal relationships and loyalties can become involved with or influence employment

decisions or create an appearance of impropriety.

Therefore, it is the policy of the Library that family members or persons living in the same

household or dwelling as a Trustee of the Niles Public Library District Board of Trustees shall not

be employed the Library, provided, however, that this policy shall in no way disqualify such family

members or persons living in the same household or dwelling of a Trustee who are bona fide

employees of the Library District at the time of the election of said Trustee.

It is further the policy of the Library that family members or persons living in the same household

or dwelling as a member of the Administrative Staff of the Library or a Library employee may be

employed by the Library, but in no case shall a member of the Administrative Staff or a Library

employee be involved in hiring or otherwise approve the hiring of immediate family members or

persons living in the same household or dwelling, nor shall an Administrative Staff member or

Library employee supervise another member of his or her family, or person living in the same

household or dwelling. For the purposes of this policy family member means: parent, child, cousin,

aunt, uncle, niece, nephew, any other blood relative, and in-law. Also, for the purposes of this

paragraph, Administrative Staff means: Library Director, Managers, and Department Heads.

*Adopted by the Niles Public Library District Board of Trustees 9.20.06*