



Illinois Heartland Library System

MEMO TO: IHLS Board of Directors
 FROM: Leslie Bednar
 DATE: August 17, 2023
 RE: Ethics Commission

Twelve years ago, the Illinois Heartland Library System adopted its [Ethics Act Ordinance](#) in compliance with state requirements. The Ethics Ordinance focuses on ethical behavior, political activity, and the limitations on acceptable gifts to IHLS staff and officers. It details the responsibilities of our Ethics Advisor and Ethics Commission which is responsible for receiving and acting on any complaints of an ethical nature within the bounds of the policy. Ellen Popit (IHLS Associate Director) is our advisor, and the commission is comprised of three board members, each serving two-year overlapping terms.

Commission members, appointed by the executive director with the advice and consent of the board, meet only after “receipt of a signed, notarized, written complaint, to investigate, conduct hearings and deliberations, issue recommendations for disciplinary actions [and] impose fines” regarding violations of the gift ban and prohibited political activity stated in the ordinance. The commission does not meet of its own accord. In our 12 years as an organization, we have not had an occasion to call a meeting.

The ordinance carries the force of law. Any recommendation for disciplinary action is referred to our appropriate counsel to prosecute the case.

At this time, we have one standing member serving the remainder of a two-year term. I recommend the following additions to complete the body.

Thank you.

Member Name	Term	Comment
Kevin Latoz	August 2022 – August 2024	Current Member
Jenna Griffith	August 2023– August 2025	<i>Recommended member</i>
Kevin Kelsey	August 2023– August 2025	<i>Recommended member</i>

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