

Photography and Videography Policy Ligonier Public Library

It is the policy of the Board of Trustees of Ligonier Public Library to permit filming and photography under the conditions described herein only to the extent that it does not interfere with the operations, programs, and activities of the Library as it is a limited public forum. In *Kreimer v. Board of Police of Morristown, NJ*, an important court opinion addressing a library user's right to enter and use the library, the court held that because public libraries are a limited public forum, constitutional protection is afforded only to those expressive activities that are consistent with the mission and purpose of the library. Indiana code 5-14-3-4 reads that no library records that can be used to identify a patron should be disclosed.

Ligonier Public Library staff has the right to photograph, film and record library events and customers for promotional use only in print, online and video. Visitors to the library, or anyone participating in any library event being captured on film or by photograph, will be advised verbally or through signage that their participation acts as consent to being photographed, filmed or recorded, unless they indicate otherwise to library staff. Any photos or videos submitted by patrons to the library may be used by the Library for promotional use.

Casual amateur photography, filming and videotaping is permitted in the lobby, shelves and program areas of the Library facilities for patrons and visitors wanting a remembrance of their visit, provided the photography does not interfere in any way with Library operations or capture any identifiable likeness of individuals without their permission. Under no circumstances should patrons photograph or video other patrons without their permission, or the permission of their parent/guardian if a minor, or violate their privacy.

Commercial photography requires those who wish to use cameras and/or recording equipment to obtain advance approval from a supervisor, in order to "protect library users who may be endangered or inconvenienced by having their photo or video image taken in the library."

Any permission to film may be revoked at any time with failure to comply with the terms of this policy or other rules and regulations of the Library

Also, this cannot take place in the non-public spaces in the library that are not open to the public or where users have an expectation of privacy, such as washrooms, reservable study rooms, offices, break rooms, computer lab, and work areas.