

# Photography, Filming, Videography/Audiography Policy

## Objective

Mooresville Public Library (“MPL” or “the library”) remains a working institution whose primary mission is to serve the informational needs of its patrons. As such, this policy is intended to protect library users who may be endangered or inconvenienced by having their images taken (or voices recorded) in the library, while encouraging media and others to use photographic or audio/video recording devices in a way that would communicate the library’s mission and promote the unique and aesthetic qualities of the library’s facilities. This policy further seeks to protect and preserve the civil and constitutional rights to privacy that members of the public expect and enjoy while visiting public libraries.

## Policy

It is the policy of the Board of Trustees of Mooresville Public Library (“the Board”) to permit photography, filming, and audio-video recording on library premises under the conditions described herein only to the extent that such activities do not interfere with the operations, programs, and activities of the library, and are consistent with the library’s bylaws, code of conduct, and rules or regulations.

The Board hereby authorizes photography, filming, and videography/audiography on library premises as follows:

1. Library-Sponsored Activities: Programs, classes, or events sponsored by the library may be photographed, filmed, or audio-video recorded by the library’s staff or its representatives.
  - a. Attendance at an MPL-sponsored activity constitutes the consent of all attendees, and the consent of the parents or legal guardians of any minor children in attendance, to the future broadcast, publication, or other use of photographs, films, or audio-video recordings at the sole discretion of the library.
  - b. Library visitors or participants in library-sponsored events shall be advised, either verbally by library staff or through signage, that their participation acts as consent to being photographed, filmed, or audio-video recorded by library staff, UNLESS such visitors or participants indicate to library staff that they wish to be excluded from such photography, videography, or audiography.
  - c. To ensure the privacy of all individuals, including minors, library-generated images or audio-video will NOT be identified using any personal information without express written consent from the photographed/audio-videographed person (or his/her parent or guardian, if a minor).
  
2. Photography, Filming, Audio-Video Recording: Subject to the restrictions of Paragraph 3, on library premises:
  - a. Private, amateur photography, filming, or audio-video recording for strictly personal use (i.e., not shared with the general public) is permitted in the library’s

public areas (lobby, grand hall, hallways, program rooms, meeting rooms, and outdoor areas) by visitors wishing to commemorate their visit;

- b. Commercial or media photography, filming, or audio-video recording is permitted ONLY if prior written approval has been granted by one of the following: MPL board of trustees, executive director, deputy director, or manager-in-charge.
  - i. Such approval shall contain the conditions under which the commercial/media photography, filming, or audio-video recording will take place, and will address the rights of ownership of such content. *In this context, "media" includes anyone photographing, filming, or audio-video recording for purposes of posting such content online or otherwise distributing such content to the public.*
3. Limitations on Photography, Filming, or Audio-Video Recording: Any photography, filming, or audio-video recording on library premises CANNOT interfere in any way with library operations, and CANNOT capture any identifiable likenesses of individuals *without their express permission*. Persons photographing, filming, or audio-video recording are responsible for arranging all necessary releases and permissions from persons who are photographed, filmed, or audio-video recorded. UNDER NO CIRCUMSTANCES may anyone take a photograph, film, or audio-video recording of a library patron without that patron's consent, or the consent of a parent or guardian, if the patron is a minor.
4. Examples of Restricted Content: Activities that may not be photographed or audio-video recorded (without consent) include, but are not limited to, library visitors (or library personnel) (1) accessing the Internet; (2) using phones, public or private computers, or hand-held devices; (3) checking-out or checking-in library materials; (4) making selections from any of the library's collections; (5) handling or reshelving materials from any of the library's collections; or (6) using any information or data deemed confidential or personal to a library visitor (or library personnel).
5. Code of Conduct/Normal Operations/Emergencies: Anyone photographing, filming, or audio-video recording on library premises may not disturb the library's normal operations and are subject to the library's code of conduct provisions. To ensure safety and security, in the event of an emergency requiring police or fire department response, access to photograph, film, or audio-videograph may be restricted so as not to interfere with emergency personnel.
6. Actions Taken Upon Violation of This Policy: If anyone photographing, filming, or audio-video recording violate any part of this policy, library staff shall first ask violators to cease-and-desist the violating conduct; if such violations continue, library staff will then redirect the violator(s) to leave library premises. Failure to leave will constitute trespassing and will result in law-enforcement procedures to remove the violator(s).

Adopted on March 2, 2020