



PHOTOGRAPHY and VIDEOGRAPHY POLICY

The Town of Esopus Public Library (ToEL), as a limited public space, allows filming and photography under the conditions described herein only to the extent that it does not interfere with the operations, programs, patron code of conduct and activities of the Library, and is consistent with the ToEL's Bylaws.

The Board of Trustees hereby authorizes filming and photography in Library facilities as follows:

1. Classes or events sponsored by the Esopus Library may be photographed or video-recorded by the Library's staff or its representatives. Attendance at a ToEL-sponsored class or event 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 or videos at the sole discretion of Esopus Library.
2. Casual amateur photography, filming, and videotaping is permitted in public areas of the Library for patrons and visitors wanting a remembrance of their visit, provided that the photography does not interfere in any way with library operations **or capture any identifiable likenesses of individuals without their written permission**. Any such photographers are responsible for securing permissions from persons who are filmed or photographed. Under no circumstances may anyone photograph or film anyone within the Library without their consent. In the case of children, their parent or guardian must sign a waiver. Due to the fact that private information may be on display at any given time, prior authorization from the Library Director is required to film or photograph in staff offices or work areas, which include the circulation desk.
3. Except as permitted by applicable law, no commercial or media photography or filming may occur in Library facilities without the prior written permission and approval of the Library Director. Such approval shall contain the conditions under which the commercial/media photography or filming will take place, and address the rights to ownership of the photos/films.
4. The Library may utilize photos and videos from public programs and events at Library facilities and Library spaces on its website, social media, print/virtual materials, and in Library publications. Photos, images, and videos submitted to the Library by users for online galleries or contests may also be used by the Library for promotional purposes. To ensure the privacy of all individuals, including children, images will not be identified

using full names or personal identifying information without written approval from the photographed subject, parent or legal guardian.

5. Any consent granted pursuant to this policy to permit photography or filming may be revoked at any time upon failure to comply with terms of the policy or other rules and regulations of the Library.

Adopted by the Board of Trustees: December 27, 2023