

ITEM NUMBER: 7.56
CHAPTER 7: Administrative
Management
Policy
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Title: Photo/Video Release Policy
Effective Date: 2-2007
Authorized By: Library Board of Trustees
Date of Last Revision: 4-2022

Marathon County Public Library Photo/Video Release Policy

People visiting the Marathon County Public Library, participating in programs or using our resources may be photographed or recorded by the media, library staff members and/or volunteers involved with the library. These photographs and recordings may appear without compensation on the Marathon County Library website, in library publications, on social media pages, in the media and other printed or electronic materials related to the role and function of the Marathon County Public Library. No written consent is needed. Verbal consent is solicited as a goodwill gesture but is not required. Those who do not want their photograph taken should notify library staff/volunteers.

Library staff/volunteers should adhere to the following guidelines:

1. Taking photographs and recordings of library activities is encouraged.
2. No permission is needed to take photos or recordings of crowds using the library or attending programs.
3. If practical while photographing or recording one adult or a small group (three people or fewer), first ask if they mind having their photo taken or being recorded. Let the patron(s) know the photograph or recording may be used in library publications, on the library website, on social media or in media coverage.
4. If practical while photographing or recording one child or a small group (three children or fewer), get parental or guardian consent before taking the photo or recording. Let the parent or guardian know that the photograph or recording may be used in library publications, on the library website, on social media or in media coverage.
5. In order to publish names with photos, get verbal consent from the patron, or patron's parent/guardian if the patron is younger than 16.