

BANCROFT PUBLIC LIBRARY

PHOTO AND VIDEO POLICY

The Bancroft Public Library strives to protect users' privacy when they are using library resources in the Library. The Bancroft Public Library is recognized by law as a "limited public forum" and provides patrons with a "reasonable expectation of privacy" as established under New York Penal Law §250.40. Photography and video recording for commercial use is strictly prohibited. The Library permits personal photography and video recording for private, non-commercial use during operating hours.

The Bancroft Public Library reserves the right to use photographs or video taken at the Library for informational and promotional purposes in printed Library materials and online.

What is Non-Commercial Use:

Non-commercial use in this context means photos and video recordings cannot be used to generate income through sales, paid access, advertisement, promotion of a service or brand or through social media monetized platforms and channels in which the creator receives payment or compensation, materially or financially, for the content.

Photos and videos taken by Library staff:

As stated in Library programming and promotional materials, Bancroft Public Library reserves the right to use photographs or video taken during a Library sponsored event exclusively for informational and promotional purposes. As such:

- All Library patrons consent to the use of their photo taken at the Library or during Library events, unless they specifically inform staff of an objection to such use. If a patron would like to deny consent for photos to be taken of them or a minor, they should request and sign the Photo Opt Out Form.
- Library staff taking photos or videos will identify themselves as a staff member.
- Library staff will attempt to inform visitors at the time of the event.
- Names will not be utilized in conjunction with photos without parent/guardian consent.
- Signs informing the public of this policy will be visibly posted in the Library.

Photos and videos taken by the media:

The rules regarding photograph or video recording in posted, restricted areas also apply to the media; both commercial and independent.

- Members of the media are requested to display lanyards that clearly media affiliation.
- Members of the media are asked to check in at the Library's Information Desk and ask to speak with the Library Director or her designee prior to taking photographs or shooting video on Library premises.

Photos and videos taken by the public:

In an effort to protect patron privacy and provide a welcoming environment, the Bancroft Public Library prohibits the use of photographic or video recording technology that interferes with staff duties or that impedes the private use of the Library by other members of the public. Please note that while Library staff is here to assist and answer any questions, there is no New York State or federal law or regulation that compels Library staff to provide their name or other personal information on demand. As such:

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- Photographs and video recording of Library patrons or Library related activities are not permitted by the public without the consent of the patron, guardian or caretaker of a minor.
- Photography and video recording are permitted in all other areas only when entirely free of patrons who decline to give consent.

Adopted: April 14, 2026