

Draft: Online Meeting Policy

Online meeting platforms, also called web conferencing or video conferencing software, allow the Library to present programs online, with patrons participating remotely. They are useful tools that make it possible for patrons who cannot or choose not to come to the library building to still participate in library events. With the availability of online meeting platforms, library programmers have the freedom to create events that are available only to an in-person audience, a remote audience, or both.

In utilizing online meeting platforms, the Library will respect the privacy of participants. This includes never retaining participant data.

While a recording of a program may be created as part of the production process, the Library will never retain a recording without the consent of the Library Director and the notification of all participants. In addition, the Library will make every effort to deter the third party recording of Library programs and meetings.