

# DISCLAIMER REGARDING LIBRARY AUDIO/VIDEO RECORDINGS

## POLICY STATEMENT

The White Plains Public Library (WPPL) reserves the right to make visual and audio recordings on its premises at its discretion. Virtual meeting spaces made available by White Plains Public Library should be regarded as an extension of our physical space, and as such also requires compliance with pertinent sections of all other existing policies which assume being present in the Library.

This disclaimer is to fully inform all persons of their consent, waiver of liability, and release by entering WPPL premises or any online video streaming platform, as follows:

By entering Library premises or any online video streaming platform, all persons:

- a) consent to photography, audio recording, video recording and its/their release, publication, exhibition, or reproduction to be used for news, webcasts, promotional purposes, telecasts, inclusion on websites, or for any other purpose(s) at the discretion of the WPPL Board and/or designee(s);
- b) release the WPPL Board, its officers and employees, and each and all persons involved from any liability connected with the taking, recording, digitizing, or publication of interviews, photographs, computer images, video and/or sound recordings;
- c) waive any right to inspect or approve these materials; and,
- d) waive all rights to any claims for payment or royalties in connection with any exhibition, streaming, webcasting, televising, or other publication of these materials, regardless of the purpose or sponsoring of such exhibiting, broadcasting, webcasting, or other publication, irrespective of whether a fee for admission or sponsorship is charged.
- e) should abide by rules of behavior as stated in the Library's Code of Conduct which includes but is not limited to behaving in a lawful manner, respecting others' use and enjoyment of the library, treating others, including Library staff respectfully, etc.

Patron privacy will be respected at all times. No recording shall be made available that discloses any Personally Identifiable Information (PII) of attendees. This includes not

only the names and email addresses of attendees, but also their faces. Program presenters who are not Library staff may not have access to participants' PII without express consent of that participant and when there is a valid reason for supplying it. Patrons will be made aware before registering and/or at the beginning of the program that the program is being recorded. This also applies to programs that have been pre-recorded. The presenter(s)/owner(s) of the pre-recorded program content must agree to these stipulations.

Adopted by the

White Plains Library Board of Trustees on: 4/14/21

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