



Photography and Filming Policy

Crandall Public Library (CPL) recognizes the First Amendment right to film in public settings. While the Library is a public place, it is considered a “limited public forum” under federal law. Public libraries may reasonably restrict the exercise of free speech rights in their buildings, particularly when the conduct would be disruptive to, or interfere with, other patrons or staff or be inconsistent with the Library’s mission. Anybody who interferes with the proper use of the Library by other patrons, harasses Library staff, or abuses Library property or materials, is subject to removal from the Library and/or restriction of Library privileges.

CPL reserves the right to document its services and the public’s use of the Library by taking photographs and making video or audio recordings of its programs, events, activities and their participants for use in brochures, flyers, web pages, or other promotional materials. To ensure the privacy of all individuals, including children, images will not be identified using personal identifying information or full names without written approval from the photographed subject or parent/guardian if a minor. In some instances, a patron’s first name may be included with a photograph, unless the Library is instructed that this is not acceptable to the individual or the individual’s parent/guardian. Those wishing not to be photographed or recorded should inform the photographer or Library staff.

Photography and video or audio recording by visitors to CPL are generally permitted if it is strictly for personal use, provided that the photography does not interfere in any way with Library operations or capture any identifiable likenesses of individuals without their permission. Photography or filming of authors, musicians, or other presenters by Library patrons is at the discretion of the individual performer and/or CPL staff.

All requests to use the CPL building interior or exterior as a setting for photography, video, or audio recording are to be referred to the Director or Assistant Director, who has the responsibility and authority to evaluate the requests and to monitor the recording. Requests will be evaluated in terms of their impact on Library operations and services.

Filming must not disrupt the work environment of Library staff, obstruct passageways or cause disturbances to Library patrons. Library staff may terminate any photo or film session that appears to compromise public safety, security, patron privacy, or does not meet the standards of this policy. This includes harassment of other patrons.

Under no circumstances may the public, amateur/commercial photographers, or members of the media take photographs or record video or audio of other people without the express permission of any Library patron or staff member who would be included within the composition. In the case of minors, permission must come from the parent or legal guardian.

Adopted by the Crandall Public Library Board of Trustees January 8, 2025