



Photography and Filming Policy

The Library permits the use of photographic, digital imaging and film equipment so long as such use does not interfere with the public's right to enjoyment of the Library for its intended purpose or violate the privacy rights of any user of the Muskego Public Library.

Individuals wishing to take photos or film of any of the Library property for personal use may do so without special permission so long as such imaging is not disruptive to others.

Special or unique photography equipment, including but not limited to additional lighting, large tripods or large microphones shall not be permitted without advance permission from the Library Director.

Under no circumstances will a person be able to modify or rearrange the property of the Library for photographic purposes without first obtaining specific permission from the Library staff.

Photography and Recording by Muskego Public Library Staff

The Muskego Public Library may use photographs or recordings of staff, volunteers, and members of the public to promote and publicize the Library's programs, services, and collections.

Permission of individuals is not required if they are present at a public meeting, Library event or program and if they are not named.

News and Media Photography

The Library shall grant access and permission to any media photographer who is recording a news story that directly involves the Library and its programs provided that that all Library policies are observed. Advanced notice is requested when possible.

Liability

The Library accepts no liability for the use of photos or film resulting from the activity of any other person not under the direct supervision of the Muskego Public Library.

Note that any persons filming or photographing on Library premises have the sole responsibility for gaining all necessary releases and permission from persons who are filmed, photographed or imaged. Further, the photographer is solely responsible for ensuring that no copyright infringement occurs while conducting his or her activity. The Library undertakes no responsibility for obtaining such releases.

The Library reserves the right to enforce all above provisions at its sole discretion. The Library's first priority is fulfilling the mission of the Muskego Public Library, and as such has the right to terminate the activities of any person whom it feels in its sole discretion are inconsistent with such mission. All



staff of the Muskego Public Library is authorized to terminate any photography, filming or imaging which appears to compromise safety, security or execution of library services.

Patrons are requested to report disruptive or unacceptable behavior to staff. See the Muskego Public Library [Code of Conduct Policy](#).

Revision History
Adopted 11/18/2014
Revised 11/16/2021