Glenwood Public Library Policy

Social Media Policy

2022.08.10

August 10, 2022

Approved By Glenwood Public Library Board of Trustees

_____

_____

_____

_____

_____

Library Director Signature

_____

Staff Signatures

PURPOSE:

In keeping with Glenwood Public Library's mission to "meet the informational and recreational needs of the community," the Library participates in various "social media" applications whereby library staff and community members can interact through virtual (internet) communication. These resources allow all members of the community access to the resources of the Glenwood Public Library without mandating a visit to the physical library. The Library regards online social software applications in the same way as its other information resources in accordance with this mission.

SCOPE:

This policy governs the publication of and commentary on official Glenwood Public Library social media sites. For the purposes of this policy, social media means any facility for online publication and commentary, such as blogs, wikis and social networking sites such as Facebook, LinkedIn, Twitter, Flickr, and YouTube. This policy is in addition to and complements any existing or future policies regarding the use of technology, computers, e-mail and the internet.

POLICY:

1. GPL's use of social networking sites are to be used for the following purposes:
   a. To enhance communication and collaboration between library staff and community members.
   b. To promote library services and programs through greater accessibility to information about GPL.
   c. To provide a venue for patron-contributed content.
   d. To improve library services, programs, and resources based on patron feedback.
   e. To reach new and inactive patron groups.
2. User-generated content**:**
   a. Comments, posts, and messages are welcome on the Library's social networking sites. While the Library recognizes and respects differences in opinion, all such interactions will be regularly monitored and reviewed for content and relevancy. Postings which contain any of the following will be removed and the poster may be barred from posting any subsequent messages to the Library's social networking sites:
      i. Obscene or racist content
      ii. Personal attacks, insults, cursing or threatening language
      iii. Potentially libelous statements
      iv. Plagiarized or copyrighted material
      v. Private, personal information published without consent
      vi. Comments totally unrelated to the content of the forum
      vii. Hyperlinks to material that is not directly related to the discussion
      viii. Commercial promotions or spam
      ix. Organized political activity
      x. Photos or other images that fall in any of the above categories