

PERRY PUBLIC LIBRARY

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Make It Part of Your Day

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External Social Media Policy

Section 1: Definition of Social Media

Social media is defined as any web application, site, or account created and maintained by the Perry Public Library that allows for content sharing and/or enables users to participate.

Section 2: Purpose

Social media provides a valuable and timely way for the Perry Public Library to disseminate information about and promote library news, events, projects, and services. It also serves to inspire conversation and expand the library's connection with the community.

Social media is not the mechanism used by Perry Public Library to document or address library user problems and concerns, or influence Library policy, procedures, or programs. Appeals may be submitted to the Board in writing.

The Perry Public Library regards social media as an important venue for the dissemination of library information and realizes that social media platforms' availability, popularity, appropriateness, and privacy settings regularly change.

Section 3: Guidelines

All other library policies apply equally to use of social media.

By using Perry Public Library sponsored social media sites, users consent to Perry Public Library's right to access, monitor, share, and read any postings on those sites.

All comments, posts, and messages will be periodically reviewed by the Library Director who reserves the right to, but is not required to, remove any comment, post, or message that it deems inappropriate or off-topic.

The Perry Public Library Director reserves the right to ban or block users who have posted in violation of this policy.

The Perry Public Library

1. Is not responsible or liable for any content posted by any participant in a Perry Public Library social media forum who is not a member of Perry Public Library staff.
2. Reserves the right to reproduce comments, posts and messages in other public venues; such reproduction may be edited for space or content while retaining the original intent of the post.
3. Asks that individual user complaints be addressed directly to Perry Public Library Director so they can be addressed quickly and specifically.

4. Welcomes the comments, posts, and messages of the community and recognizes and respects differences in opinions that are on-topic and fall within the content guidelines below.

Content containing any of the following will be removed immediately by the Library Director from any

Perry Public Library Social media forum:

- Obscene language/content or hate speech
- Personal attacks, insults, or threatening language
- Private or personal information, including phone numbers and addresses, or requests for personal information
- Potentially libelous statements
- Falsification of identity
- Copyright violations including plagiarism
- Pornography
- Comments, links, or information unrelated to the purpose of the forum
- Spam or other commercial, political, or religious messages unrelated to the Library or its social media postings
- Solicitation of funds, products, goods, or services
 - (Tax exempt organizations providing community services should contact the Director for how to best disseminate the information via Perry Public Library social media sites.)
- Any images, links, or other content that falls into the above categories

Perry Public Library's Social Media participants

1. Are expected to abide by Copyright Laws and the terms and conditions set by third party social media platforms, as well as follow appropriate Federal and State Law.
2. Should have no expectation of privacy in postings on Perry Public Library sponsored social media sites. Messages, comments, etc. can potentially be read by anyone once posted, regardless of status on Friends, Follower, or Subscriber List.
3. Must understand that social media is permanent, retrievable, and public.
4. Should not post their personal information or contact information on social media sites.

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