

Security Camera Policy

The primary use of security cameras is to discourage inappropriate and illegal behavior and to enhance the opportunity to apprehend offenders. Library use is governed by this policy established by the Library Board of Trustees and any applicable rules or regulations adopted by the Library.

Security camera footage will be disclosed only pursuant to and in accordance with the following conditions:

- Pursuant to search warrant, subpoena, court order or where otherwise required by law.

Confidentiality/privacy issues prohibit the general public from viewing security camera footage that contains patron information. Video records may contain personally identifiable information about an individual who has used the library ("patron information") and as such, will be accorded the same level of confidentiality and protection provided to library users by Wyoming State Law.

Accordingly, the only access to recorded records will be by maintenance personnel for the purpose of assuring the working order of the system, and by law enforcement officers with a court order. No staff may view the real-time images of the cameras, and the cameras may not be used to evaluate staff performance.

In order to assure patron privacy in their use of the library, cameras that are located in areas where patron activity may be confidential (such as community rooms) shall have their audio recording abilities removed. Signs informing the public of video surveillance shall be posted at library entrances.