

Social Media Policy

Adopted December 2019

The Plainfield-Guilford Township Public Library (PGTPL) is committed to using social media to inform users about educational opportunities, library services, programs, events (including those co-sponsored with other organizations) and materials as well as to encourage dialogue between users and library staff. In this context, social media is any website or application that allows people to share information or converse in a virtual environment and to “post” commentary or content. Posting is defined as placing any content in any form on any PGTPL social medium. Examples of social media include but are not limited to Facebook, Twitter, Instagram, YouTube, and blogs.

Users of all ages must be cautious when they post on or view any social media. The library is not responsible for any misuse of personal information posted on social media. As with all other resources provided by PGTPL, parents or guardians are responsible for their children. The library does not act in place of a parent or guardian and is not responsible for enforcing any restrictions upon minors that a parent or guardian has placed. Parents or designated guardians who wish to limit or restrict the access of their own children, should personally oversee their use of social media.

User comments, posts, and messages are welcome on PGTPL social media. The library reserves the right to monitor content posted on its social media and to modify or remove any content that it deems, in its sole discretion, to be abusive; offensive; insensitive; inflammatory; defamatory; commercial or spam; in violation of copyright, trademark or other intellectual property right of any third party; or otherwise inappropriate. The library, in its sole discretion, also reserves the right to block, bar, ban, or otherwise disallow users to engage with PGTPL social media platforms. The library, in addition, reserves the right to edit or modify posts for space while retaining the intent of the original post, and to reproduce comments, posts and messages in other media outlets. Users should have no expectation of privacy in posts on the library’s social media. Posts do not necessarily reflect the opinions or positions of the library, its employees, or its Board of Trustees.

By posting on the library’s social media, users give the library permission to use their name, profile picture, and the content of any posting they make without compensation to them or liability on the part of the library. The library reserves the right to post pictures from library sponsored or co-sponsored programs on social media. The library will not identify members of the public in social media posts through accompanying text or photograph highlighting within the platform itself (typically called “tagging”) without consent. If the subject is under 18 years old, consent must be given by the parent or legal guardian. The library is not responsible for members of the public being identified by third parties either in the comments or by tagging.