

Filming and Photography Policy

The most significant priority for the Siuslaw Public Library District is to provide library service to library patrons. The filming and photography described below is allowed only to the extent that it does not interfere with the provision of library services and is consistent with the Library District's other policies. Those filming or photographing in the Siuslaw Public Library District should never be in violation of the District's "Rules of Conduct for Persons on Library Premises," or recording those activities that are in violation of these rules.

Note that any persons filming or photographing on library premises have sole responsibility for gaining all necessary releases and permissions from persons who are filmed or photographed. The Library undertakes no responsibility for obtaining these releases.

Library staff will immediately terminate any photo or filming session that appears to compromise public safety or security or the Library District's primary commitment to patron service. This determination will be made solely at the discretion of the Library Director or his/her designee. Failure to abide by this policy or staff instructions will be subject to those consequences outlined in the District's "Rules of Conduct for Persons on Library Premises," and may result in expulsion.

News Media Photography

The Library has an open door policy for news media photographers and reporters who are doing stories or projects that directly involve the library and its programs. It disallows access to library patrons for opinion polls or man on the street interviews within its facilities without prior permission from the Library Director or his/her designee.

Documentary-Type Photography for publication or broadcast

The Library permits photography of its premises and activities when the use of the photographs involves the library directly, i.e. books, articles, or videos about the library itself, the library's position in the Siuslaw region as a tourist or learning destination, or as part of a piece used to describe our region's environs. Authorization must be obtained in advance from the Library Director and the filming and photography must not impede patron access to the space.

Commercial Photography

The Library does not permit commercial photography on or in its facilities unless that photography or filming that is arranged for by the Library District itself. This includes, but is not limited to, using library buildings, grounds, or interiors as a stage set for portraiture, model photography, and product photography or filming. It includes photography or filming used to advertise goods or services unrelated to the Library for commercial sale or promotion.

Research Photography

The Library permits research photography of its materials and resources within certain limitations. Researchers and journalists are responsible for obtaining their own permissions when photographing copyrighted material in the library.

Amateur Photography

Casual amateur photography and videotaping is permitted in library facilities for patrons and visitors wanting a remembrance of their visit. The use of additional equipment such as lighting is not permitted.

Movie Industry

The Library will permit use of its facilities by the movie or music industry for filming major entertainment projects where a library setting is called for, if the project does not interfere with the mission of the Siuslaw Public Library District, is in accordance with the rest of this policy, and does not advertise or promote commercial products. These projects must be approved in advance through the Library Director, with details worked out in advance. Such filming may take place only during hours when the library is closed, and all equipment must be removed during the Library's operating hours. Library personnel such as are necessary to open, secure, and remain on the premises during a shoot must be paid at overtime rates by the production company.

Political Content

Filming and/or photography at the District may not be related to political campaigns or to partisan issues, because the Siuslaw Public Library District wishes to avoid any appearance, no matter how slight, of impropriety or impression of political preference.

Photography for Groups and Non-Library Events in Meeting Rooms

Groups arranging meetings in the Bromley Room may arrange for photographers and news media during their event. Photography for such events is restricted to the space reserved by the group and may not take place in other areas of the library. No library logos or other identifying material should be visible in the resulting material.

Adopted by the Board of Directors: September 19, 2018