

## **SOCIAL MEDIA CONDUCT POLICY**

### **Reddick Public Library District**

The Reddick Public Library District uses social media to inform the public of Library resources, services, and programs, and to provide opportunities to engage and connect with community members. “Social media” refers to any online forum, website, or account in which users share information, ideas, messages or other content with other users through posts.

Comments posted by others do not reflect the opinions and position of the Library or its board of trustees and employees. While the Library recognizes and respects differences in opinion, all content posted to sites maintained by the Library are subject this Policy and the Library’s User Conduct Policy.

The following behaviors are prohibited on the Library’s social media sites:

- Harassing, threatening, intimidating, or abusing Library staff, patrons, or other social media users
- Posting obscene content
- Posting content that promotes discrimination by the government on the basis of race, age, religion, gender, or other protected status
- Making defamatory or libelous statements
- Posting unlawful content, including content that violates intellectual property rights or any other federal, state, or local law, rule, or regulation
- Publishing another person’s personal or private information without consent
- Soliciting support for or opposition to political candidates or ballot propositions
- Posting malware and viruses

All comments posted to any Library social media platform are bound that that platform’s terms of use/code of conduct.

Joining, utilizing, and/or posting content to the Library’s social media platforms implies agreement with this and all other Library policies. The Library reserves the right in its sole discretion to remove comments and content that violate this policy. The Library reserves the right to deny access to its social media platforms to any individual who repeatedly violates this Policy, at any time without prior notice. The Library is not responsible or liable for comments or feedback posted by any user or subscriber to any Library social media site. Users who enter their private or personal information on Library social media platforms do so at their own risk, and the Library is not responsible for any damages resulting from the public display of, or failure to remove, private or personal information. A comment posted by a member of the public represents the opinion of the poster only, and publication does not imply endorsement of or agreement by the Library.

The Library reserves the right to reproduce comments, posts, and messages in other public venues. Identifying information, other than first name, will be removed unless prior approval is granted by the user. The content of all Library-maintained social media platforms may be considered public record under Illinois law and is subject to retention under the Local Records Act and disclosure under the Freedom of Information Act.

This Policy and terms of use may be amended from time to time without further notice.