

Media Policy

Professional Media

To avoid activities that might be disruptive or in some way impede the functioning of the Library, members of the media who wish to conduct newsgathering in the Library, (e.g., interview, photograph, videotape, or tape record patrons or staff, must request permission from the Library Director prior to entering the Library. Members of the media must make themselves known to the Director (or to the staff member in charge of the building in the Director's absence) upon arrival. Staff members witnessing members of the media in this situation without prior notification must inform them of the policy and ask that they request and gain permission from the Director before conducting business in the Library. The Director is the sole staff representative of the library for media requests. All requests will be promptly forwarded to the Director.

Social Media

Middleton Public Library offers blogs, community reviews, patron comments and other social software tools for educational, cultural, civic and recreational purposes. Library social software tools provide a limited (or designated) public forum to facilitate the sharing of ideas, opinions and information about library-related subjects and issues. Library social software is intended to create a welcoming and inviting online space where library users will find useful and entertaining information and can interact with library staff, volunteers and other library users. Comments are moderated by library staff and volunteers and the library reserves the right to remove comments that create a hostile environment for other patrons, are unlawful or off topic. Violation of the Social Media Policy may result in warnings or exclusions according to the Library Behavior Rules.

Definition of Social software

Social software is defined as any web application, site or account offered by the library that facilitates the sharing of opinions and information about library related subjects and issues. Social software includes such formats as blogs, listservs, websites, social network pages or posts to community reviews and patron ratings of library materials.

Rules for commenting

Protect your privacy. Do not post personally identifying information. Young people under age 18, especially, should not post information such as last name, school, age, phone number, address.

Posts containing the following are against library rules and will be deleted before posting or removed by library staff:

- Copyright violations
- Off topic comments
- Commercial material/spam
- Duplicated posts from the same individual
- Obscene posts
- Specific and imminent threats
- Libelous comments
- Inappropriate images, as defined by the library policy
- Anything that creates a hostile environment for library staff or patrons

By choosing to comment you agree to these rules.