14.0 PHOTOGRAPHY AND RECORDING

The District may accommodate requests for photography or videography~~filming~~ provided such photography or videography~~filming~~ does not interfere with ordinary District operations, infringe upon customers' right to privacy, or violate any District policy.

Photography or videography is generally permitted if it is for general Library promotion by the District or media, student projects, and/or strictly for personal use. Visitors may take casual photographs or video recordings in the Library.

For purposes of this policy, 'photography' and 'photograph' ~~or filming~~ refers to all current and future static, still or video imaging.

14.1 Interior Photography

Permission is not required for customers taking photographs ~~or videos~~ in public areas of District buildings for personal, noncommercial use if no tripods, lights, or other specialized equipment is used.

If tripods, lights, or other specialized pieces of photography equipment are to be used, requests must be made at least twenty-four hours in advance by contacting the Public Information Manager and obtaining approval prior to the taking of photographs. ~~or videos.~~

~~Under no circumstances may the public or members of the media take photographs, film, or live stream without the express permission of any District customers or staff who would be prominently included within the composition.~~

If any person to be photographed ~~or filmed~~ is under 18 years of age, permission must be obtained by the photographer ~~or videographer~~ from a parent or adult caregiver on behalf of said minor child.

Individuals who photograph ~~or film~~ inside District buildings must honor requests from customers ~~and staff~~ who do not want to be included in ~~photos or film~~the composition.

The District reserves the right to restrict or prohibit photography in areas with reasonable expectations of privacy, including restrooms and District staff spaces. District access by photographers may be limited either by time constraints or to specific areas depending upon such impact or effect such sessions could have on other District customers.

In all instances, the District reserves the right to cease photography ~~or filming~~ if it results in disruption of the ordinary Library environment or violation of District policies.

All photography ~~and recording~~ must be carried out so as not to disturb District customers or staff and not block aisles, walkways, stairwells, doors or exits.

The District accepts no liability for the use of ~~photos or film~~photographs resulting from this activity. Any individual using the Library shall be held responsible for willful or accidental damage to District buildings, grounds, collections or furniture caused by the individual or group.

14.2 Exterior Photography

Permission is not required for customers taking photographs ~~or videos~~ outside of District buildings or on District property as long as the activity does not block or otherwise disturb customers or staff entering or exiting any District building.

14.3 Commercial Photography

The District may permit use of its facilities for the taking of commercial photographs ~~or videos~~ if the project does not interfere with the mission of the District and is in accordance with all District policies. The District will charge a fee to offset costs incurred to provide access to the facility and prior permission must be sought at least one week in advance by contacting the Public Information Manager.

14.4 District Photography

The District reserves the right to use photographs ~~, video recordings,~~ or audio recordings taken on District property or at events where the District has a presence for publicity purposes in print, digital, and online media.

All District customers consent to the use of their photo taken on District property or at the aforementioned events unless they specifically inform staff of an objection to such use. No names of customers will be used in conjunction with photographs ~~, video recordings,~~ or audio recordings without express consent.

14.5 Open Meetings Act Exception

Notwithstanding any other section of this policy to the contrary, any person may record the proceedings at Library District meetings required to be open under the Illinois Open Meetings Act by tape, film, or other means, provided, however:

- Recording shall not interfere with the overall decorum and proceedings of the meeting (i.e., the machine and/or operator must be quiet and unobtrusive).
- The machine and/or operator shall not interfere with the auditory rights of other citizens.
- No recording or filming will be allowed as set forth under 735 ILCS 5/8-701.

That statute provides that "no witness shall be compelled to testify in any proceeding conducted by a court, commission, administrative agency or other tribunal in this State if any portion of his or her testimony is to be broadcast or televised or if motion pictures are to be taken of him or her while he or she is testifying." In this regard, Section 2.05 of the Open Meetings Act provides that, "[i]f a witness at any meeting required to be open

by this Act which is conducted by a commission, administrative agency or other tribunal refuses to testify on the grounds that he may not be compelled to testify if any portion of his testimony is to be broadcast or televised or if motion pictures are to be taken of him while he is testifying, refuses to testify, the authority holding the meetings shall prohibit such recording during the testimony of the witness." (5 ILCS 120/2.05)

The District will make reasonable accommodations for those wishing to record the meeting and request they stay in the area designated for the public.