

Surveillance policy

Adopted May 2026

The purpose of this policy is to establish guidelines for the use of video security cameras and the access/retrieval of recorded video images at the McMinnville Public Library. The library's security camera is used to protect the property of the library, the safety of individuals, and to discourage criminal activity and violations of the library's Code of Conduct.

CAMERA LOCATION

Cameras are located to view common areas. In no event shall cameras be located in areas where patrons and/or staff have a reasonable expectation of privacy such as restrooms or private offices. Signage will be posted at library entrances, informing the public that security cameras are in use.

ACCESS TO DIGITAL IMAGES

Video records and still photographs may be used by authorized individuals to identify those responsible for library policy violations, criminal activity on library property, or actions considered disruptive to normal library operations.

Law enforcement officials or agencies may be provided access to recorded data pursuant to a subpoena, court order, or as permitted by law. Library Administration shall consult with legal counsel to ensure documentation is in proper form.

Security camera images of individuals who have been restricted from Library premises may be shared with library staff for purposes of enforcement and awareness; such images may not be reproduced or further shared without permission from the Director.

DISCLAIMER OF LIABILITY

As cameras will not be continuously monitored, the public and staff should take appropriate precautions for their safety and securing their personal property. The McMinnville Public Library is not responsible for loss of property or personal injury.

PATRON PRIVACY

This policy should be interpreted that a person's image while on library property is not protected, but a library user's content is protected and held private. The library values patron privacy and maintains patron record confidentiality per the Privacy Policy.