

## **Jemez Springs Public Library Video Surveillance Policy**

The library strives to maintain a safe and secure environment for its customers and staff. In pursuit of this objective, selected areas of the library premises are equipped with video cameras that are recording at all times. Signs informing the public of video surveillance are posted at library entrances.

The library's video surveillance system shall be used for the protection and safety of customers, staff, assets and property.

Members of the library administrative and management team may have access to the video records, both live and archived in order to identify the person or persons responsible for library policy violations, criminal activity on library property, or actions considered disruptive to normal library operations.

Video records may contain personally identifiable information about an individual who has used the library ("patron information") and as such, will be accorded the same level of confidentiality and protection provided to library users by law: NEW MEXICO, CHAPTER 18. LIBRARIES AND MUSEUMS, ARTICLE 9. LIBRARY PRIVACY, N.M. Stat. Ann. § 18-9-1

Security camera footage will be disclosed only pursuant to and in accordance with the JEMEZ SPRINGS PUBLIC LIBRARY, POLICY/PROCEDURES FOR RESPONDING TO LAW ENFORCEMENT REQUESTS FOR PATRON INFORMATION

All requests for security camera footage or still shots will be referred to the Library Director or his/her designee.

Confidentiality/privacy issues prohibit the general public from viewing security camera footage that contains patron information.

**Adopted by the Jemez Springs Public Library Board: August 13, 2018**

**Approved by Village Council: August 15, 2018**

Content was borrowed from AnyThink Libraries policy found here:

<https://www.anythinklibraries.org/about/policies/surveillance>