

Photography in Libraries Policy

The Public Library of Youngstown & Mahoning County (PLYMC) is a free, inclusive, and welcoming space for everyone. The PLYMC Photography in Libraries Policy serves three primary purposes:

1. To create an environment that is welcoming, comfortable, respectful, safe, and conducive to Library use by all patrons and staff.
2. To protect the rights and safety of all Library patrons and staff members.
3. To protect Library materials, facilities, and property.

Photography, video, or audio recording in our libraries should not create a disruption to library service. PLYMC may restrict conduct that interferes with or disrupts patrons or staff or is inconsistent with the Library's mission. Please respect the following guidelines:

1. Under no circumstances may the public, members of the media, or Library staff record video, audio, or take photos without the express permission of any patron or staff member who would be filmed. Permission from a parent or legal guardian is required for minors.
2. All requests to use a Library building or Library grounds as a setting for photography with handheld cameras for personal use may be granted, if not disruptive to Library service. This might include a few posed photos of a graduating senior and their parents or a bride and groom, but not a large gathering such as a wedding party or an entire class. Nor should the photography session be of such a duration of time as to be disruptive.
3. Requests for photography inside our Libraries that involve groups of people being posed in public service areas (such as a wedding party), that require special equipment such as lights, tripods, and electrical outlets are to be denied during Library hours as being inherently disruptive to the Library's primary purpose. Outside of Library hours, this *may* be allowed with a fee if it does not interfere with previously scheduled Library events or meeting room usage. For more information, please contact PLYMC's Rental Coordinator to see if this is an option.
4. Requests for photography in non-public or staff areas of our Libraries will be denied.
5. Patrons renting meeting rooms are free to have formal photography done in the meeting room during the time of their booking.
6. Requests from students for photography for school projects can be considered by Supervisors or Persons-in-Charge and either approved or rejected according to their discretion. Considerations include: disruption to Library operations, disruption to Library patrons, noise or

activity levels of the students, how busy the Library is at that time, numbers of students, and amount of equipment.