

## **INF-6: Social Media Use Policy**

Adopted: 8/16/2018; revised 1/25/2024

### **Policy Statement**

In order to provide a safe and appropriate environment on the Orion Township Public Library (OTPL) Social Media pages where patrons can access library information and engage with library staff, the library board of trustees has adopted the following regulations.

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### **Regulations**

1. The library welcomes the comments, posts, and messages of the community, and recognizes and respects differences in opinion. Note: "Posting" refers to any writing, image, video, download, audio file, and hyperlinks to other websites or media that is downloaded, referenced, inserted, or placed upon any OTPL social media site.
2. Content containing the following will be removed immediately from any OTPL social media forum:
  - Obscene comments or speech which incite discrimination, hostility, or violence
  - Obscene videos or images
  - Personal attacks, insults or threatening language
  - Private or personal information, including phone numbers and addresses, or requests for personal information
  - Falsification of identity
  - Copyrighted, trademarked, or plagiarized material
  - Posts in violation of laws or library policies
  - Comments, links, or information unrelated to the purpose of the forum
  - Duplicated posts by an individual user
  - Spam, or other commercial, political, or proselytizing messages
3. All comments, posts, and messages are subject to review, and the Social Media staff committee reserves the right to remove any comment, post, or message if they are in violation of this policy.
4. Patrons who violate these regulations will be subject to being blocked from accessing OTPL social media sites and/or reported to the specific social media site if in violation of their policies.
5. A patron may contest a library policy or any portion of a library policy by following the procedures as outlined in MGT-15: Appeals Process Policy.