



Security Camera Policy

Security cameras are used to enhance the safety and security of library users and staff by discouraging violations of the Library's Code of Conduct, to assist library staff in preventing the occurrence of any violations, and when necessary, to provide law enforcement assistance in prosecuting criminal activity.

Library security cameras record video images only. The recording of audio is restricted under the Electronic Communications Privacy Act and will not be used.

Video recording cameras will be used to monitor the exterior of the building and the surrounding park to discourage criminal activity and Violations of the library Code of Conduct.

Signs will be posted at the library entrance informing patrons that there are security cameras in use on the premises. Regarding the placement of the cameras, staff and patron safety is the first priority. Protection of library property is of secondary importance.

Cameras are not installed for, nor will they be used for the purpose of routine staff performance evaluations.

Data recorded will be accessible for up to 30 days, provided that no criminal activity or policy violation has occurred. Recorded data is confidential. Video footage that is saved for law enforcement purposes will also be saved by the East Morgan County Library until the matter is resolved. Any footage given to the custody of the police department will no longer be under library control.

Recordings will remain confidential and secure to the extent permitted by law. Access to recordings is restricted to designated library staff as determined by the library Director.

Pursuant to Colorado State Law 24-90-119, the public is prohibited from viewing security camera recordings that contain personally identifying information about library users.

The East Morgan County Library disclaims any liability for use of the video data in accordance with the terms of this policy, given that the library is a public facility and the security cameras shall be limited to those areas where patrons and/or staff have no reasonable expectation of privacy.

Approved: February 2017