**Library Social Media: Content and Comments Policy**

The Trenton Veterans Memorial Library (“Library”) social media outlets (e.g., Facebook page/groups, Twitter feeds, Instagram, Pinterest, YouTube videos, etc.) are a place for individuals to share opinions about library related subjects.

For the purposes of this policy, "social media" is understood to be electronic communication through which users create or interact in online spaces to share information, ideas, personal messages, and other content. Social media includes any webpage or app through which the Library has an account and interacts with other users.

Examples of social media include, but are not limited to, Facebook, Instagram, Twitter, TikTok, blogs, YouTube, LinkedIn, and Flickr. For the purposes of this policy, "comments" include information, articles, pictures, videos, or any other form of communicative content posted on the Library’s social media site.

Although the Library welcomes the comments, posts, and messages of other social media users that relate to the Library, and recognizes and respects differences in opinion, the social media sites are limited public forums and are subject to review by Library staff members. The Library reserves the right to, but is not required to, hide any comment, post, or message that it deems in violation of this Policy. The Library's social media usage rules are as follows:

1. **Privacy**: Users should have no expectation of privacy when commenting on Library posts or tagging the Library. Comments and posts may be read by anyone once posted, regardless of one's friends, followers, or subscribers list. The Library advises users against posting their personal information or contact information on social media sites. Comments and posts may also be subject to disclosure under the Freedom of Information Act.
2. **No Endorsement**: The Library is not responsible for the content of posts made by third parties, including patrons, reviewers, advertisers, and others who may post comments.  Comments posted by a member of the public on any Library social media site are the opinion of the commenter or poster only and publication of a comment does not imply endorsement of, or agreement by, the Library, nor do such comments necessarily reflect the opinions or policies of the Library. Social media users should exercise their own judgment about the quality and accuracy of any information presented through social media by third parties.
3. **Rules of Use**: To ensure a healthy, safe space to discuss Library services, resources, and events, content containing any of the following may be hidden immediately from any Library social media forum:
	1. Obscene, illegal, sexually harassing, threatening, racist, or abusive speech.
	2. Threats to any person or organization, and any post that affects the safety and security of the Library, its property, patrons and staff or creates a hostile work environment.
	3. Private or personal information, including phone numbers and addresses, or requests for personal information.
	4. False or misleading information, and any statement by a user under a false name or any falsification of identity.
	5. Spam or other commercial messages and posts that would violate the Michigan Campaign Finance Act or other election laws.
	6. Comments in support of, or in opposition to, any political campaigns or ballot measures.
	7. Comments not related to the original topic, including random or unintelligible comments.
	8. Solicitation of funds.
	9. Any comment, post or other content that violates any person's intellectual property rights, including but not limited to violations of the Copyright Act.
	10. Any information deemed harmful to minors or violates the Michigan Library Privacy Act.
	11. Any post that violates any Library policy.
	12. Content that promotes, fosters, or perpetuates discrimination based on race, creed, color, age, religion, gender, student status, sexual orientation, gender identity or national origin.
	13. Conduct in violation of any federal, state, or local law.
	14. Encouragement of illegal activity.
	15. Any images, links, or other content that falls into the above categories.
4. **Third Party Usage Rules**: In addition, users are expected to abide by the terms and conditions set by third party social media platforms as well as follow appropriate Federal and State Law.
5. **Access**: The Trenton Veterans Memorial Library reserves the right to monitor all content before it is posted and to modify or remove any messages or postings that it deems, in its sole discretion, to be abusive, defamatory, in violation of the copyright, trademark right, or other intellectual property right of any third party, or otherwise inappropriate. The Library reserves the right to deny access to Library social media sites for any individual who violates the Library's Social Media Policy, at any time and without prior notice.

By posting a comment, individuals agree to indemnify the Trenton Veterans Memorial Library and the City of Trenton, its officers, and employees from and against all liabilities, judgments, damages, and costs (including attorney's fees) incurred by, arising out of, or related to the content posted.

Trenton Veterans Memorial Library is not obligated to take any such actions and will not be responsible or liable for content posted.