

The library may employ surveillance cameras as one of a number of measures to preserve a safe and secure environment for our patrons and staff. These devices are intended to help protect library materials and property from theft and vandalism and to assist law enforcement officials in identifying individuals who may be in violation of the law or of the library's Patron Rights and Responsibilities policy. Signs will be posted at library entrances to inform users that cameras may be present. Cameras will not be used in restrooms.

Security camera footage are public records that may be subject to disclosure under the Idaho Public Records Act, as set forth in Idaho Code Title 74, Chapter 1. Public records requests for security camera footage will be processed in accordance with the Idaho Public Records Act.

Security camera footage will be retained in accordance with the Ada Community Library Record Retention Policy. Access to security camera footage will be restricted to the Library Director and their designees.

The Library may take photos and/or videos of the building (interior and exterior), programs, activities, and any participants, or patrons; this includes recordings and screenshots of virtual programs. Photos, videos, recordings, and screenshots are for Library use only and may be used for grant reporting purposes or appear in marketing materials, online accounts, or on the Library website. Any person who does not want to be photographed or recorded should inform the photographer. Participants and patrons will not be named in photo captions.