

**Ashland Public Library  
Public Service Policy**

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Effective Date:  
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Social Media  
November 11, 2021  
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**Rights and Responsibilities of the Library**

The Ashland Public Library uses social media sites as a facility for online publication including but not limited to YouTube and social networking sites (e.g. Facebook, Twitter, Instagram). The library makes use of these tools to reach out and be more accessible to current and potential library users.

The library sets rules for use of its online venues and social media sites, just as it does for use of its other resources and communications. Comments and posts will be moderated by the library staff. *The library reserves the right to deny or remove any comments, links, tags, and/or images that violate the law, the rights of any third party, or library policies.*

**User Responsibilities and Use Restrictions**

The Ashland Public Library welcomes comments on its social media networks but expects that user comments will be respectful of others and shall not contain any "Prohibited Content" as defined in this policy. The library does not act in place of, or in the absence of, a parent or guardian.

By posting a comment to the Ashland Public Library social networking site(s), the user agrees that they have read and understand this Policy, that they will not post content identified by this policy as "Prohibited Content", and that the Ashland Public Library may remove any and all posted comments which the Ashland Public Library, in its sole discretion, deems to contain "Prohibited Content"

Comments that contain any of the following "Prohibited Content" will be deleted:

- Violent, obscene, profane, hateful or inappropriate language or statements regarding race, gender, religion, nationality, sexual orientation, or age. Threats of violence.
- Suggests or encourages illegal activity.
- Personal information, including e-mail address, telephone number, mailing address, school, age, or identification numbers.
- Posts that violate library policies.
- Duplicated posts from the same individual.
- Commercial advertisements.

If you violate this Policy, the Ashland Public Library may limit your ability to comment in the future.

The statements and/or views expressed in comments posted to the Ashland Public Library page are solely the statements or views of the user posting the comment, are solely attributable to the user posting such content, and are not necessarily the statements or views of the Ashland Public Library, its employees or the Board of Trustees of the Library. No interpretation shall be made to the contrary.

Ashland Public Library will periodically evaluate the role and utility of its online venues and social media, which may be terminated at any time.