Photography and Recording Policy

Photography and recording, including audio and video recording, are allowed as described below only to the extent that they do not interfere with the mission of Wauwatosa Public Library (WPL) or delivery of library services.

WPL is defined as a limited public forum subject to reasonable time, place, and manner restrictions. Public sidewalks outside the Municipal Complex are traditional public forums, defined as places held in trust of the public to use for free speech and other activities protected by the First Amendment.

WPL is within its rights to limit photography and recording at WPL when such restrictions serve WPL purposes. Foremost of these is ensuring the right of WPL patrons to use WPL services and facilities freely and confidentially without scrutiny, intimidation, or distraction by others.

General Policy

WPL permits taking photographs and recordings in public areas of WPL for personal, noncommercial use if no tripods, lights, or other specialized equipment is used. However, there may be WPL locations where the taking of photographs or recordings is restricted or prohibited. Taking photographs or recordings of, or in, areas reserved for staff use only is prohibited. Individuals taking photographs and recordings shall not (i) compromise a patron or staff member's right to privacy, (ii) harass, intimidate, or threaten a patron or staff member, or (iii) block WPL aisles, walkways, stairwells, doors, or exits.

Exterior photography and recording

Taking photographs and recording outside of WPL is permissible if the activity does not impede the ingress or egress of patrons or staff to or from WPL.

Commercial photography and recording

WPL does not permit commercial photography or recording within its facilities. Such use includes, but is not limited to, using WPL facilities or grounds as sets for portraiture, model photography, or product photography.

News media photography and recording

WPL permits news media who are doing stories or projects that directly involve WPL to take photographs or recordings in WPL. WPL does not permit the news media to use the inside of WPL for stories or projects that do not relate to WPL or allow access to WPL patrons for opinion polls or interviews.

Photography and recordings of WPL material and resources

WPL permits the taking of photographs and recordings of its publicly-available collections. However, individuals are solely responsible for obtaining consent or other permission when taking photographs or recordings of copyrighted material.

WPL photography and recording

WPL may take photos and recordings at WPL and during WPL events to use in its publicity materials and on its website and social media sites. WPL reserves the right to document its services and the public's use of WPL. These photographs and recordings may be copied, displayed, televised, and published (including to any WPL or City of Wauwatosa website or social media site). Any patron that does not wish WPL to use a photograph or recording of them should inform WPL prior to or while such photographs or recordings are being taken.

Liability

Individuals involved in taking photographs or recordings are solely liable to any injuries to persons or property that result from their activities in WPL. They also have sole responsibility for obtaining all necessary releases and permissions required by law from persons who can be identified in any photograph or recording or for copyrighted materials. WPL undertakes no responsibility for obtaining these releases or permissions.

Right subject to compliance with policy

WPL reserves the right to ask any individual or group violating this policy to cease the taking of photographs or recordings.

Adopted by the Board of Trustees of the Wauwatosa Public Library on November 15, 2023