



Press and Public Media Policy

If members of the media (radio, television, newspapers, social media outlets) contact the Lindenhurst Memorial Library for any official statement regarding policies, practices, or procedures at the Library, the following personnel are authorized to speak on behalf of the Library:

- Library Director or Assistant Library Director
- Library Coordinator/Librarian III
- President of the Library Board of Trustees

Other staff may speak on behalf of the Library in specific situations with prior authorization from the Library Director or his/her designee. It is expected that staff speaking on behalf of the Library will exercise good judgement and participate in the interaction in a productive and responsible way with the best interests of the Library and the overall community in mind.

Members of the print, broadcast media or other persons or entities, must obtain permission from the Director or his/her designee prior to entering the building to take photographs or to conduct interviews anywhere on Library property. The photographing of specific persons may be subject to laws requiring authorization from the person photographed, prior to dissemination and/or use.

Adopted: September 22, 2018