



Social Media Policy

To further the mission of the Library and to help connect the community to its resources and services, the Library maintains a variety of social media accounts. Accounts are used for announcements related to Library materials, events, scheduling, and industry-related information, as well as town, regional and general interest topics. Additionally, in designated instances, accounts may be used to host virtual or hybrid programs and events in accordance with the Library's **Programming Policy**.

The Library reserves the right to monitor content on all of its social media accounts and to modify or remove from public view any messages, postings, or members that it deems, in its sole discretion, to be:

- In violation of the Library's **Rules of Behavior**, the **Town of Concord Social Media Policy**, or the social media service's policies;
- Obscene;
- Discriminatory;
- Harassing;
- Abusive;
- Threatening;
- Inciting or promoting violence or illegal activities;
- Potentially defamatory;
- In violation of copyright laws;
- Personal identifying information or sensitive information;
- Off-subject or out of context;
- Commercial promotions or spam;
- Political promotions or endorsements; or
- Violations of local, state, or federal laws.

The Library also reserves the right to edit or modify any content and to close comments on any post or account at any time in its sole discretion. Any messages or postings expressed on the Library's social media accounts not originating from the Library do not reflect the views or positions of the Library or its staff. The Library is not responsible for the content of messages or postings originating from accounts other than the Library's.

All social media content is permanent public record subject to Massachusetts Public Record Law, and may be disclosed to third parties.

Approved by Library Committee June, 2021; Updated 2/13/24.