



CCLS Social Media Policy

Adopted 12/11/14 by the CCLS Board of Trustees

The Chautauqua-Cattaraugus Library System (CCLS) uses social software tools for educational, cultural, civic, and recreational purposes. CCLS use of social software tools provide a limited public forum to share ideas, opinions, and information about library-related subjects and issues. Social software is intended to create a welcoming and inviting online space where CCLS staff, member library users, and member library staff will find useful and entertaining information and can interact with others.

Social software is defined as any web application, site or account offered by CCLS that facilitates the sharing of opinions and information about library related subjects and issues, or System programs and services. Social software includes such formats as blogs, listservs, websites, social network pages or posts to community reviews and patron ratings of library materials.

Comments are reviewed by CCLS staff and CCLS reserves the right to remove comments that are unlawful or off topic. CCLS reserves the right to block repeat offenders. Posts containing the following are against library rules and will be deleted before posting or removed by library staff:

- Copyright violations
- Off topic comments
- Commercial material/spam
- Duplicated posts from the same individual
- Obscene posts
- Specific and imminent threats
- Libelous comments
- Inappropriate images