

**Social Media Policy  
Chesterfield Library**

**Approved: September 2020**

The Chesterfield Public Library participates in social media primarily to communicate information about library services and resources, and to engage with their communities. The Library recognizes that new tools will emerge, and as such, this policy addresses social media in general.

Content posted by staff members as the Chesterfield Library is not only a reflection of that staff member, but also of the Library. Content posted will reflect the Library's values of professionalism, respect, and honesty.

Wherever possible, each social media page should clearly indicate that it is maintained by the Chesterfield Library and link back to the Library's webpage.

When representing the Library on social media, staff should conduct themselves at all times as a representative of the Library and uphold the American Library Association's Library Bill of Rights and patron privacy.

When engaging with content belonging to the Chesterfield Library on social media, public users who comment should stay on topic and abide by user agreements set forth on social media platforms. All comments are monitored by the Library and the Library has sole discretion to not post or remove comments that are off topic; personal attacks, insults, or use threatening language; libelous or obscene; or commercial promotions/spam.

The Chesterfield Library has no affiliation with any advertisements or other material posted by third party sites or software.