

# Security Camera Policy

## Purpose

The Sumner Public Library strives to maintain a safe and secure environment for its patrons, staff, and property.

## Location

- Security cameras are installed outside of the Library to protect the safety and security of people, property, the building and its contents.

## Notice

- Signs that inform patrons about the cameras are posted at the library entrance and outside on the Library building.

## Viewing recorded images

- The library retains recorded images for a limited period of time.
- Only authorized Library staff may view recordings.
- Library security camera recordings are public records, and may be viewed upon receipt of an open records or law enforcement request.
- Library security camera recordings will be shared with law enforcement as a part of investigating and prosecuting crimes committed on Library property.

Approved January 17, 2019