

Surveillance Cameras

Sayville Library utilizes surveillance cameras to complement other measures to ensure a safe and secure environment for staff, patrons, and visitors. The equipment assists in protecting the Library and in protecting its property against theft or vandalism and in identifying intruders and persons violating the law.

Surveillance cameras are positioned to monitor security-sensitive areas including building entrances/exits and the parking lots.

Recorded information from the video cameras is retained for no more than three months. Incidents of theft, vandalism, trespassing or destruction of Sayville Library property may be maintained indefinitely. In the event of an observed or reported incident, the recorded information may be utilized to assist in the investigation of the incident. Sayville Library will maintain control of and responsibility for the video security surveillance equipment and its recordings at all times.

Use/Disclosure of Video Recordings

Authorized individuals may utilize video recordings to identify those responsible for Sayville Library policy violations and/or criminal activity on Sayville Library property.

Under certain circumstances, individuals authorized by the Director under this policy may utilize recorded data to request law enforcement review for investigating a possible crime on Sayville Library property.

All requests for security camera footage by law enforcement will be referred to the Library Director. In the Director's absence, requests are to be directed to the Assistant Director or Business Manager. Upon presentation of a search warrant, which is to be executed immediately, Sayville Library will comply with the search warrant subject to consultation with legal counsel. Upon receipt of a subpoena or other court order, Sayville Library will consult with legal counsel to determine if the document is in proper form and that good cause exists for its issuance from a court of proper jurisdiction. If not, Sayville Library will require that any defect be remedied prior to releasing video records.

Confidentiality/privacy issues are deemed to prohibit a member of the staff or general public from viewing Sayville Library security camera footage. If Sayville Library receives a request from a member of the staff or general public to inspect security camera footage, the individual will be advised that such will only be made available upon proper law enforcement or subpoena demand. Sayville Library will allow law enforcement individuals to view security camera footage upon request in relation to a claimed criminal violation relating to an incident that occurs on the Sayville Library grounds.