



# Board Meeting Recording Policy

Approved by: Eastern Counties Regional Library Board

Date approved: May 26, 2022

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The purpose of this policy is to guide the recording, public release of recordings, and the archiving of recordings of Eastern Counties Regional Library (ECRL) Board meetings.

To foster public interest in and increase transparency of Board decision-making and library operations, ECRL Board meetings will be recorded and shared with the public via the ECRL website. By agreeing to serve on the ECRL Board, Board members are consenting to be recorded during Board meetings.

- Any person in attendance at an ECRL Board meeting, audience members, guests or presenters, must give their consent to be recorded for the purpose of public release and sharing of the recording.
- Recordings will be posted within 2 business days of a Board meeting.
- Recordings will be posted online for a period of one year. After one year, recordings will be removed from the website and the files will be permanently deleted from ECRL's records.
- Please note, in-camera portions of meetings will not be recorded.