

**VILLAGE OF BARTLETT
SOCIAL MEDIA COMMENT POLICY FOR THE PUBLIC**

I. Applicability

This policy applies to the use of the Village of Bartlett (the “Village”) social media accounts by the Public. This policy does not apply to Village of Bartlett employees, elected officials or individuals that represent the Village, and are governed by the separate Village of Bartlett social media policies.

II. Purpose

The Village understands that social media sites have become a common form of communication among residents, media outlets, and others. Social media sites are online communities of people or organizations that share interests and/or activities and use a wide variety of technology to make the interaction a rich and robust experience, while fostering openness and transparency. Using this technology, the Village has established social media accounts that provide it with the ability to publish news releases, highlight events, as well as other information that supports the goals and mission of the Village, and receive public comment on a variety of Village-related topics.

III. Definitions

Page: The specific portion of a social media account where content is displayed and managed by an individual or individuals with administrator rights.

Comment: A response or reply from a member of the public to a Village social media post or page.

Social Media: Online or app-based platforms that enable users to create and share content or socialize with others using a range of technologies. Examples include but are not limited to Facebook, Twitter, YouTube, LinkedIn, TikTok, and other social media platforms.

Village Social Media Account: Any of the Village’s social media accounts that allow the Village to communicate with the general public.

IV. Limited Public Forum

The Village’s social media accounts are limited public forums. The Village does not make its social media accounts available for general public discourse, but rather reserves and limits the topics that may be discussed on Village social media accounts.

V. Comment Moderation

Because communications via the Village’s social media accounts constitute a limited public forum, the Village reserves the right to moderate comments that violate this policy or any applicable law. The Village Administrator and/or her designees, including, without limitation,

the Bartlett Police Department, is/are responsible for monitoring all postings to the Village's social media accounts and pages, and may take appropriate action to remove comments that are not topically related to Village business or Bartlett community matters, or the particular subject being commented upon, or violates this policy.

The Village will remove from its social media accounts comments containing any of the following prohibited content:

1. Any libelous, slanderous, or unlawful comments.
2. Threats of violence against any person.
3. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, sexual orientation or any other protected class.
4. Obscene, pornographic, or sexually explicit images, cartoons, jokes, or content, or links to obscene, pornographic, or sexually explicit images, cartoons, jokes, or content.
5. Solicitations of commerce or industry.
6. Links to outside websites.
7. Content in support of or opposition to political campaigns or ballot measures, or political links.
8. Unlawful conduct or encouragement of illegal activity.
9. Information that may tend to compromise the safety or security of the public or public systems.
10. Content that violates a legal ownership interest of any other party.
11. Spam or links to malware/viruses.

Any comments removed from the Village's social media accounts will be retained by the Village pursuant to a records retention schedule along with a description of the reason the specific content was deleted.

The Village reserves the right to deny access to Village social media accounts for any user who violates this policy, at any time and without prior notice.

VI. No Expectation of Privacy.

Users who enter private or personal information on Village social media accounts do so at their own risk, and the Village is not responsible for any damages resulting from the public

display of, or failure to remove, private or personal information. All communications on the Village's social media accounts are subject to being accessed and reviewed by the Village management without notice and may be viewed publicly and may be disclosed in response to a Freedom of Information Act request. Users should not assume that any such communications are or will remain private.

VII. No Village Endorsement.

A comment posted by a member of the public on any Government social media site is the opinion of the poster only, and publication of a comment does not imply endorsement of, or agreement by, the Government, nor do the comments necessarily reflect the opinions or policies of the Government.

VIII. Disclaimer of Liability.

The Village shall not be responsible for any losses or damages resulting from or relating to any use of the Village's social media accounts which violate this policy. The Village will not be responsible for any damages whatsoever which individuals or entities may suffer arising from or related to their use of any Village social media accounts whether such damages be incidental, consequential or otherwise, or whether such damages include loss of data resulting from delays, non-deliveries, mistaken deliveries, service interruptions or damages to third parties, whether caused by the Village's negligence, errors or omissions. Users must recognize that the use of the Village's social media accounts is a limited public forum and that the policies implementing usage are requirements that mandate adherence. The Village makes no warranties of any kind, whether express or implied, for the Village social media accounts that is the subject of this Policy.

IX. Posting of Policy Serves as Notice to Users.

By posting this Policy on the Village's social media accounts and website, users and visitors to the Village's social media accounts are hereby notified that the intended purpose of the site is to serve as a mechanism for communication of Village news, services, and events, that it is a limited public forum, and of the comment moderation policies as set forth in this social media policy.

This policy and terms of use may be amended from time-to-time, without further notice.