

The Brookfield Library
Policy 270: VHS to DVD Conversion

The Brookfield Library offers VHS to DVD conversion to enable patrons to keep up with changing technology to preserve past projects and memories.

The Brookfield Library's VHS to DVD converter may only be used for lawful purposes. Content that will not be produced includes, but is not limited to, materials or objects that:

- Are prohibited by local, state or federal law
- Are in violation of the library's code of conduct (See Policy 110: Patron Behavior/Code of Conduct.)
- Are unsafe, harmful, dangerous or which pose a threat to the well-being of others
- Are obscene or otherwise inappropriate for the library environment
- Reproduce objects and materials that are in violation of another's intellectual property rights, for example items subject to copyright, patent, or trademark protection

Conversion is available on a first-come, first-served basis and is coordinated by the Brookfield Library staff.

The Brookfield Library does not guarantee complete patron privacy during the VHS to DVD conversion process as it may take place in a public space. The Brookfield Library will not share your video conversion history with any outside third party, unless required to do so by law or court order. (See Policy 203: Confidentiality of Library Records.)

Supervision of the use of the VHS to DVD converter by Brookfield Library staff does not constitute knowledge, or acknowledgment, of any video content, and The Brookfield Library specifically disclaims any knowledge thereof.

The copyright laws of the United States (Title 17, U.S. Code) govern the making of reproductions of copyrighted material. The person requesting the conversion is responsible for any infringement.

The Brookfield Library reserves the right to refuse to convert any material from VHS to DVD.

Please note that the policies governing the use of The Brookfield Library's VHS to DVD conversion are subject to change.

Adopted by The Brookfield Library Board of Trustees on February 27, 2019