

Policy #7 Morton Public Library District COMPUTER & INTERNET USE POLICY

Purpose

The Morton Public Library District makes computers accessible in accordance with our purpose of fulfilling the information, education and recreational needs of the community. Morton Public Library District (MPLD) provides computer access to catalogs, databases, software, learning games and the Internet to all patrons. Public access computers are available to patrons subject to the limitations of space, equipment, time, personnel, and other resources.

Resources Available via the Internet and Other Electronic Information Networks

Most resources available via the Internet and other electronic information networks are “global” resources rather than “local” resources. MPLD provides a filtered access network on all computers. However, MPLD does not and cannot control the information content available through global resources such as information obtained from outside sources via the Internet.

Resources from electronic information networks enhance and supplement resources that are available locally within a library. Library patrons must be aware that MPLD does not and cannot exercise control over information available through global resources.

Library patrons must also keep in mind when evaluating information obtained via the Internet that such information may not be accurate, or current, and that certain information found on the Internet may be considered controversial by some library patrons.

The MPLD does not endorse information accessible through the Internet, nor can it accept the responsibility for damages, indirect or direct, arising from a library patron’s use of Internet information resources.

Parents or legal guardians, not Library Staff, are solely responsible for deciding which Internet resources are appropriate for their children.

Filtering

MPLD filters all of the public access computers, including Internet access on personal devices using the Library’s wireless access network.

Upon the request of an adult, a member of the Library Staff will unblock a website for that adult to enable access for a research purpose or other lawful use not in violation of library policy. Filters will not be disabled for patrons under the age of 18.

MPLD will have no liability for damages related to the operation of, or failure of, the filtering software, or for its circumvention by patrons.

Acceptable Use

MPLD requires patrons using the Internet do so within the guidelines of acceptable use. Unacceptable uses include, but are not limited to: hacking, fraud, use of Bit Torrent or other file sharing software, violation of copyright laws or software licensing agreements, accessing illegal or inappropriate sites (such as pornographic sites), obscenity (as defined by local standards), harassment of other users, libeling or slandering other users, destruction of or damage to equipment, software, or data belonging to the library or other users and behaving in a manner that is disruptive to

other users, including, but not limited to, the overuse of computer equipment which serves to deny access to other users.

Children's Access to the Internet

MPLD supports the right of all library patrons to access information and will not deny access to the Internet based solely on age. MPLD recognizes the Internet may contain material that is inappropriate for children, and filtering software is not a substitute for parental supervision. Parents or legal guardians are expected to monitor and supervise their children's use of the Internet since the Library Staff is unable to do so. Parents or legal guardians are encouraged to discuss with their children issues of appropriate use and Internet safety.

Library Patron Rights

Library patrons have the right to equitable access to public computers.

Library patrons have the right to privacy to the extent possible in the public setting, but patrons should be aware that the location of the computer workstations might enable an online session to be viewed easily by others.

Patrons should be aware that because security is technically difficult to achieve, there exists the possibility of electronic transactions and files becoming public. Ultimate responsibility for resolution of problems related to the invasion of the user's privacy or loss of data rests with the user. The library assumes no liability for loss or damage to the user's data or for any damage or injury arising from the invasion of the user's privacy.

Library Procedures Relating to Electronic Networks

MPLD has developed certain procedures to assist staff and patrons in the use of the electronic information resources. These procedures include, but are not necessarily limited to, the following:

- time limits for access to allow use of resources by the maximum number of patrons
- cost recovery for printouts using the Library's computer equipment
- specific instructions for downloading including compliance with virus protection measures
- restrictions on the use of personal software on Library computer equipment
- patrons may download or save to memory sticks or discs (memory sticks and discs can be purchased from the library). However, the Library is not responsible for any loss or damage to discs, or other media when downloading, or to computers on which the discs, or other media, may subsequently be used.

Violations

Although Library staff cannot consistently and effectively monitor the public's use of the Internet, the Library reserves the right to ask individuals to discontinue the display of information and images which cause a disruption, and reserves the right to terminate an Internet session at any time.

Persons violating any aspect of this policy will be informed by staff that their computer use is terminated for the remainder of the day. Further loss of Library privileges may result if violations continue. Any questions regarding this procedure should be referred to the Director or Assistant Director of the Library. Illegal acts involving the Library's equipment may be subject to prosecution by local, state, or federal authorities.

Approved October 13, 2015