

# **West Union Community Library**

## **Internet/Computer Use Policy**

West Union Community Library currently provides a number of networked computers for use by patrons in the library for Internet browsing, word processing and other productivity activities. There are certain policies and guidelines related to their use.

### Responsibilities of the Library

West Union Community Library expressly disclaims any liability or responsibility arising from access to or use of information obtained through the Internet, or any consequences thereof.

West Union Community Library holds the position that only parents and legal guardians have the right – and the responsibility – to monitor and control their own minor children’s access to the Internet and to information obtained from the Internet.

West Union Community Library complies with the United States Copyright Law, and all other federal, state and local laws relating to the use of the Internet and other electronic media.

West Union Community Library is not responsible for work or information lost due to computer or system malfunction.

West Union Community Library will not impose blocking or filtering software to limit access to Internet sites. As stated in the American Library Association’s Statement on Library Use of Filtering Software, “the use of filtering software to block access to constitutionally protected speech violates the Library Bill of Rights.”

### Responsibility of Patrons

Parents—and only parents—have the right and responsibility to restrict access of their children to library resources or information in any other type of format. Parents who do not want their children to have access to certain library services, materials, or facilities should so advise their children. Librarians and library governing bodies cannot assume the role of parents or the functions of parental authority in the private relationship between parent and child.

Privacy in using the Internet in the library cannot be guaranteed. There exists a possibility of inadvertent viewing by others. Patrons are urged to respect the sensibilities of others when accessing information that may reasonably be offensive to someone else.

Access, use, or dissemination of information via the Internet in the library is the responsibility of the patron. It is illegal to use the library’s computers to access, view, print, distribute, display, send or receive images or graphics of material that violates state or federal laws (Sec. 728.2, Code of Iowa), including those relating to child pornography.

## Computer/Internet Use

- West Union Community Library does not restrict access to library services and materials based on the age of library users.
- Patrons may check out computers with their library card. Guest access may be requested by those who do not have a library card.
- Computer use is limited to one patron per computer. Library staff may grant permission to two registered users as long as other patrons are not disturbed.
- Usage is on first come, first serve basis. However, a 30-minute time limit may be enforced during peak times of usage.
- There is a per page charge for printed items. Current cost will be displayed on computer printer.
- Any cost incurred to the hardware through negligence, carelessness or deliberate misuse will be assessed to the user.

## Confidentiality

The Internet is not a secure, private environment. Patrons handling financial transactions or other activities that require confidentiality do so at their own risk.

It is the library's practice not to maintain a history of our patrons' computer use. The library will not retrieve any information, including web sites visited, passwords or credit card numbers, or any other information a patron has entered. At the end of the business day, all patron computer use and reservation records are erased.

## Wireless

The library provides free, unsecured wireless Internet access for public use. The library does not provide technical support for privately-owned personal wireless devices; however, library staff may provide guidance for the use of such devices when directly involved with library-owned materials. Security for personal wireless devices rests solely with the owner of the wireless device. Personal use of the library's public wireless access will conform to policies regulating other types of public Internet access provided by the library.

A patron may be denied Internet/computer access if the patron's library card is restricted for any reason, the patron has outstanding fines of \$10.00 or more, or has materials checked out that are excessively overdue.

Misuse of the Internet/computers will result in the loss of privileges as follow:

- 1<sup>st</sup> offense: three months suspension
- 2<sup>nd</sup> offense: permanent suspension

## Expressions of Concern

The West Union Community Library Director and the Board of Trustees welcome feedback from patrons. Any patron concerns will be handled promptly and courteously.

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