

# South New Berlin Free Library

## Internet/Computer/Wi-Fi Policies

### ***GENERAL STATEMENT***

1. The South New Berlin Free Library (SNBFL) provides Internet access and personal computing resources.
2. The SNBFL also provides wireless access, enabling individuals to use their privately owned computer equipment to access the Internet.
3. The SNBFL does not monitor and has no control over the information on the Internet.
4. The SNBFL assumes no responsibility for any loss or damages, direct or indirect, arising from its connections to the Internet or from any other use of its personal computing resources.
5. Certain information may be inaccurate, misleading or offensive to some individuals. Patrons are advised to exercise their own critical judgment and discrimination when evaluating sites found on the Internet.

### ***INTERNET/COMPUTER/Wi-Fi RULES***

1. Internet use is offered in thirty minute sessions on a first-come, first-served basis; each user is allowed one session—if there is no patron waiting for the service at the end of a session, the user may have another session, but once having had the service for the initial 30 minutes the user must abandon use of the computer if another patron requests use of the service.
2. Children, 13 and under, need to be accompanied by a parent or guardian while using the Internet unless signed permission form is on file from parent/guardian. Legal proof of age may be requested.
3. No information, materials, text or graphics that may be reasonably interpreted as child pornography or obscenity may be accessed, sent or printed.
4. No user shall use any computer viruses or disrupt the operation of the network within the Library or any network connected to the Internet.
5. No activities which are illegal, defamatory or harassing will be permitted. There shall be no “hacking” and no use of these computers for advertising or commercial use.
6. Do not attempt to damage software/hardware or alter the computer’s configurations in any way.
7. Do not use copyrighted material without permission of the copyright owner.
8. Do not access or transmit information, which promotes violence or destruction of property, including, but not limited to, information concerning the manufacture of

destructive devices such as explosives, fireworks, smoke bombs or incendiary devices or the like.

9. Do not download to the Library's hard drive or floppy disc.
10. Patrons may save documents and information to a thumb drive. (The SNBFL will have a limited supply of thumb drives available for purchase.)
11. The South New Berlin Free Library (SNBFL) provides free broadband wireless Internet access twenty-four hours a day, seven days a week.
12. Users are expected to use the wireless network in a legal and responsible manner.
13. Violation of federal, New York State or local laws, including but not limited to the transmission of pornography or harmful material, fraud, hacking, spamming, and illegal downloading of copyrighted material is prohibited.
14. Unauthorized access, including so-called hacking, the use of spyware and any other unlawful activities by any Library users are strictly prohibited.

### ***TO COMPLY WITH THE CHILDREN'S INTERNET PROTECTION ACT***

(<https://www.fcc.gov/consumers/guides/childrens-internet-protection-act>) and restrict access to online content that may be considered harmful to minors or offensive to adults, the SNBFL employs technology protection measures (filters) on all computers with Internet access. **Note:** Users must be cautioned that filters are not foolproof and due to technological limitations cannot obstruct access to all potentially harmful or offensive content. In addition, filters may block access to some legitimate or constitutionally protected material found on the Internet.

### ***CHILDREN, PARENTS AND THE INTERNET***

1. Parents/guardians have the sole right and responsibility to decide what is appropriate for their child. The SNBFL does not act in the place or role of the parent. Parents/guardians are responsible for the supervision of their child's Internet activity. Children who use the Internet unsupervised may be exposed to inappropriate or disturbing information and images.
2. The SNBFL has taken measures designed to assist in the safe and effective use of the Internet, including by employing technology protection measures (filters) on all computers offering Internet access.

### ***WIRELESS NETWORK POLICY***

1. Wireless access at SNBFL is not filtered. However, by choosing to use this free wireless service you agree to abide by the SNBFL Internet Policy.
2. As with most public wireless networks, the connection is not secure. Any information being sent or received could be intercepted. Wireless users should not transmit their credit card numbers, passwords or other sensitive personal information while using the SNBFL wireless network.

3. Wireless users should have updated virus protection installed on their computer.
4. SNBFL will not be responsible for any information that is compromised, or for any damage caused to an individual's hardware or software due to electric surges, security issues, viruses, hacking, spamming, or other causes.
5. SNBFL assumes no responsibility for the safety of equipment or for computer or other wireless device configurations, security, or data file resulting from connection to the SNBFL wireless network.
6. Since Internet/Computer/Wi-Fi equipment is subject to repair and "downtime" the SNBFL does not guarantee that access will always be available. The SNBFL also reserves the right to curtail or discontinue wireless service at any time.

### **USER RESPONSIBILITIES**

All patrons are expected to use Internet and/or personal computing resources in a responsible and orderly manner. Failure to comply with the policies and regulations that govern the use of the Internet access and personal computing resources may result in immediate suspension of library privileges and, where necessary, civil liability and/or criminal prosecution. The following are prohibited:

1. Damaging equipment, software, or data;
2. Violating system security;
3. Violating any legal agreement (e.g., software licenses);
4. Violating any federal, state or local law (e.g., copyright, child pornography);
5. Using personal software on Library equipment, and
6. Engaging in activities that may be judged as disruptive by Library staff or patrons.

User responsibilities are not limited to the above and may be subject to change.

***The library staff reserves the right to view screen contents during patron Internet usage on the library computers and to revoke a patron's Internet privileges if staff feels there is just cause.***

***If a patron fails to follow the Internet Policy and rules, Internet privileges will be revoked.***

By adopting this policy, the SNBFL Board of Trustees authorizes the Administration to acquire appropriate hardware and software to provide Internet access and other approved computer-based services and to develop rules and regulations to implement this policy.

***Adopted by the Library Board: July 17, 2018***