Luther Area Public Library
Internet Safety Policy

Introduction

The Luther Area Public Library provides computers and other electronic devices for public use and wireless internet access based on the mission of the Library for being the information resource center of the community. By choosing this free service you agree to abide by the Library's internet policies and rules.

The Library Board authorizes the Library Director, or designated representative, to develop procedures allowing fair use of the Library's computers, to observe use of public computers for the purposes of enforcing Library's policies, and to suspend or terminate computer privileges for violation of Library policies and rules.

Patron Services

Please note that all users of the Library, regardless of whether that person possesses a Library card, shall be referred to in this policy as a patron or collectively, patrons.

Patrons may bring their own personal electronic devices (laptops, tablets, phones) to access the Library's wireless internet service.

Patrons with a Library card (members) may sign up to learn to use software designed to access free library books, electronic books and magazines on their personal electronic devices.

The Library's computers are filtered for use by minors or adults to meet CIPA, E-rate funding, and Michigan Library Privacy Act requirements. A computer may be unfiltered upon request by an adult within the Library.

The Library has received funding from the federal Emergency Connectivity Fund (ECF) to purchase 6 hotspots. Any ECF supported equipment and services can only be provided to patrons who declare they do not have access to the equipment or service sufficient to access the internet.

Scanning and printing is provided for a fee.

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An AWE Learning Center, without internet access, is designed for use by young children.

The Library's website has links to access Michigan electronic Library's databases (MeL). MeL offers: legal, medical, cultural, informational and educational resources for all age groups.

Unacceptable Use

Computing resources may only be used for legal purposes by the public and staff. Examples of unacceptable use include, but are not limited to the following:

1. Uses for any purposes that violate applicable federal, state, or local laws including
2. Interfering with or disrupting other computer users, services, or equipment.
3. Attempting to gain or gaining unauthorized entry or access to communications sources (hacking).
4. Malicious, threatening, harassing, or obscene behavior.
5. Obscene behavior including public display of obscene materials.
6. Misrepresentation of oneself or the computing center.
7. Activities that could cause congestion and disruption of networks and systems.
8. Unsolicited advertising.
9. To access, upload, download, transmit or distribute obscene or sexually explicit material.

Cautions

1. Computers operated on a wireless public network (Wi-Fi) should not be considered secure. Information sent to and from a device may be captured by anyone else with a wireless device and the appropriate software. Patrons using their own laptop computers for wireless access are subject to and must comply with all requirement of this policy.
2. Users are cautioned to guard closely the security of personal information, credit card numbers, computer accounts, passwords, and other types of authorizations when using the Internet.

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3. Users are cautioned to take steps to protect their systems from computer viruses and other destructive computer programs when downloading programs to disk for use on other computers.
4. Electronic files should not be considered confidential. When required by law, the Library must disclose all files to the extent required by law.
5. The Library is not liable for any direct or indirect and/or punitive damages (including lost data or information) sustained or incurred in connection with the use of unavailability of the system.

Violation of Internet Safety Policy Penalties

Violation of any part of the Internet Safety Policy will be handled under these terms:

1. First violation – verbal warning with a note on your Library File
2. Second violation – Library privileges will be revoked for one month. (Parents of minors will receive a notification letter from the Library Director.)
3. Subsequent violations – Library privileges will be revoked for six months. (Parents of minors will receive a notification letter from the Library Director).

Children's Internet Protection Act (CIPA) Compliance

In compliance with the Child Internet Protection Act (CIPA), the Library has taken protection measures to block or filter internet access to pictures that are: (a) obscene; (b) child pornography; or (c) harmful to minors. The filters on the Library's computers block most graphic images on computer screens that may be seen easily by passerby of all ages. Adult users may request a computer be unfiltered.

It shall be the responsibility of all members of the Luther Area Public Library staff to supervise usage of the online computer network and access to the internet in accordance with this policy and CIPA to the best of their ability.

Right of Appeal

Patrons may appeal a decision to limit or revoke privileges by sending a written appeal to the Library Board within ten (10) business days of the date the privileges were revoked or limited. The appeal should be sent to the President of the Library Board. The decision of the Library Board is final.

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