

# **Electronic Resources/Internet Use Policy**

The St. Clair County Library, herein known as The Library, provides Internet access to the public as part of its policy of providing quality services and resources to meet the community's informational needs. The Library recognizes that the access, content and format of that knowledge is diverse and serves the educational, cultural, scientific, business, informational and recreational needs of all.

## **Patron Responsibilities**

Use of the St. Clair County Library System's Electronic Resources and/or Internet is a privilege, governed by policies issued by the St. Clair County Library System. The Library retains the right to limit or deny this service to those individuals who violate any of the following guidelines.

## **Computer Use**

- Computer users are required to be registered St. Clair County Library card holders (*see **Library Card Registration** in the Library Circulation Policy, which includes parental permission to users under 18 years of age.*)
- To access library computers, a patron's record must be free of fines and fees.
- Use of the computers is on a first-come, first-serve basis.
- Use will be restricted to one (1) hour if others are waiting, at the end of which the user will be required to surrender their station.
- Two (2) hours of computer time is allowed per day, more time may be granted depending on availability.
- A maximum of two (2) patrons may use a single computer at one time.

## **Library Card Use**

- All library patrons wishing to use library computers must first acquire a St. Clair County Library card.
- Patrons who possess a St. Clair County Library card agree to use it only for their personal access and to not loan or give the card to another individual.
- A library card is the property of the St. Clair County Library and we reserve the right to confiscate any card that is being used in violation of the policies.
- Library staff can request additional identification to confirm the proper user of a library card.

## **Display/Dissemination/Viewing of Sexually Suggestive, Obscene or Sexually Explicit Matter**

- Use of The Library's computers to view, print, distribute display, send, or receive images, text or graphics of sexually explicit or sexually suggestive material is strictly prohibited.

- In accordance with Public Act 212 of 2000, any user who is a minor, under the age of 18 years, is prohibited from viewing any obscene or sexually explicit matter.
- The Library will monitor use of Internet Stations to ensure compliance with this policy.

### **Use of Library computers for access of Illegal, Unacceptable, or Inappropriate Purposes**

Use of The Library's computers for illegal, unacceptable, or inappropriate purposes is prohibited. Examples of such unacceptable or inappropriate uses include, but are not limited to, the following:

- Viewing sexually explicit images, text and/or graphics
- Harassment of other users
- Engage in any activity that is disruptive, offensive, libelous, or slanderous
- Disruption of monitoring of electronic communications
- Violation of another user's privacy.
- Violation of software license agreements
- Unauthorized copying of copyright-protected material
- Violation of computer system security
- Destruction or damage to equipment, software, or data belonging to the library or other users
- Unauthorized use of computer accounts, access codes, or network identification numbers assigned to others
- Violation of network usage policies and regulations
- Violations of any policies of the St. Clair County Library System

### **Treatment of Policy Violations**

Any person not abiding by these or other rules and regulations adopted by the Library Board may be denied the privilege of access to the library or its resources, by the library director or designee. Library employees will contact law enforcement authorities if illegal activities are observed or reported or as otherwise deemed advisable. The Library will seek compensation for any damages it incurs as the result of a patron's violation of these rules. Further, the Library may bring legal action against said individual(s). Based on the nature of the offense, warnings and other preliminary steps may be bypassed.

#### **Enforcement Actions**

- One warning for first infraction of any minor offense.
- Second infraction results in removal from the Library premises for the day. Parents may be contacted if necessary.

- Third and subsequent infractions will result in banning from the Library premises for not less than 7 days. Library card privileges will be revoked for this period. Parents of minors will be contacted.
- Indefinite suspensions may result from recurring, frequent or serious infractions.
- Police contact – Based on the severity of the offense the police may be contacted immediately.

### **Government Documents Online**

- Patrons may view Federal Depository Library Program (FDLP) government documents without obtaining a library card or showing identification by asking for assistance from library staff.
- A patron using library computers to access government document resources will be subject to the same time restrictions as other users of the library computers (one hour time limit when others are waiting, a maximum of two hours per day per patron).
- If the patron wishes to use the computers for anything other than accessing government documents, they will be required to obtain a library card.

### **Accessibility Statement**

The Library is committed to providing equal access to information contained on The Library's website. Web content created by The Library is developed to be easily accessible by all.

### **Disclaimer**

The Internet offers access to a wealth of information that can be personally, professionally and culturally enriching. Library staff have attempted to identify on The Library's home page specific starting points for searches and links to sources on the Internet, which are consistent with the Library's mission and roles.

- Because the Internet is a vast and unregulated information network, it also enables access to ideas, information, images and commentary beyond the confines of The Library's collection, mission, selection criteria and collection development policies.
- Access points on the Internet change often, rapidly and unpredictably. Users are cautioned that ideas, points of view, and images can be found on the Internet, which are controversial, divergent and inflammatory. The Library cannot protect individuals from information and images that they might find offensive or disturbing.
- Computers available to the public that can be used to access the Internet will be shared by library users of all ages, background and sensibilities. Individuals are

asked to be sensitive of others' values and beliefs when displaying potentially controversial information or images on public computer screens.

- Patrons are reminded that the Library's public access computers are **public** and privacy cannot be guaranteed.
- Users are cautioned that, because security in an electronic environment such as the Internet cannot be guaranteed, all transactions, files and communications are vulnerable to unauthorized access and use and, therefore, should be considered public.
- The Library makes no guarantees, either expressed or implied, with respect to the quality or content of the information available on the Internet and assume no responsibility for any damages, direct or indirect, arising from its connections to the Internet.
- Not all the information available via the Internet is accurate, current or complete. Users are encouraged to be good information consumers by evaluating the validity of information accessed via the Internet.
- The provision of access does not mean or imply that The Library endorses or sanctions the content or point of view of any of the information or commentary, which may be found on the Internet.

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