

Limerick Public Library Computer/Internet Use Policy

The Internet is an unregulated medium. Unlike other library resources, it is not organized, cataloged, or indexed. The information available on the Internet includes much that is personally, professionally, and culturally enriching. It also provides access to material that may be offensive or disturbing to some individuals, as well as access to information that may be factually incorrect and/or illegal.

The Limerick Public Library has no control over the information available through the Internet, and specifically disclaims any warranty as to the information's accuracy, authoritativeness, timeliness, usefulness or fitness for a particular purpose. The Limerick Public Library endorses the Library Bill of Rights, including the new interpretation on electronic access, as adopted by the American Library Association, and supports the democratic principle of every citizen's right to free access to information.

As with other library resources, restriction of a minor's access to the Internet is the responsibility of the parent or legal guardian.

The Limerick Public Library reserves the right to limit the use of public access workstations.

Acceptance of Policy

You must read and accept policy in order to continue.

Eligibility:

1. Patron must have a current Limerick Public Library card with no outstanding fines or fees greater than \$4.00. All registration information must be current and valid.

User Responsibilities:

1. Sign in using the log sheet at each computer station desk before using the computer.
2. Time limit of one half hour for workstations if someone is waiting.
3. Printing copies will cost \$.10 per page.
4. Refrain from damaging or altering the computer software and hardware. Computer and Internet settings may not be changed and the downloading of files to workstation hard drives is prohibited. No peripheral devices may be installed on any Public workstation. Examples: handhelds, Palms, CE, digital cameras, printers, notebooks, or external devices for chat.
5. Patrons may save their work to personal storage devices. The patrons may use their own personal storage devices for saving files (neither the Library nor the Town of Limerick is responsible for any loss or damage to personal storage devices).
6. Patrons must abide by all U.S. copyright laws.
7. E-mail is allowed for users who have their own account. The Library does **not** provide e-mail accounts or allow use of its accounts.

Date: _____

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8. The user is responsible for charges incurred by accessing fee-based services and should **not** enter the library's name at these sites. Security of credit card purchases made on the Internet cannot be guaranteed.
9. Users may not use the Library workstations for illegal or criminal purposes.
10. In general, only one person may use a workstation at a time, except for an adult working with a child.
11. Simultaneous use of two or more workstations is prohibited by 1 patron. Users may not abandon machines for any length of time without the chance of them being claimed by the next user.
12. Loss of time, work or property due to equipment malfunctions shall not be the responsibility of the Limerick Public Library or the Town of Limerick.
13. Users of the Library's workstations may not send, receive, (by e-mail or chat rooms) print or display any child pornography whether text or graphics, that are legally defined by State of Maine Law as 'obscene' or "child pornography".
 - o Office of the Reviser of Statutes Statute 17, Sections 2924,292 and 2911, <http://legislature.maine.gov/statutes/search.asp>
 - o Federal Law Title 18, Chapter 110, Section 2256. Actions that violate local state or federal law may result in prosecution by the appropriate authority, <http://www4.law.cornell.edu/uscode/18/2256.html>.
14. All workstations at the Limerick Public Library are in a public area. We ask you to respect other library patrons around you and consider this before accessing potentially controversial material or material that may be deemed "harmful to minors" as defined by law. Therefore, it is inappropriate to view sexually graphic and/or explicit materials at public workstations.
15. It is the responsibility of parents or legal guardians to decide which library resources are appropriate for their child (minors are defined as persons 17 years of age and under). The Limerick Public Library strongly urges parents to become involved in and supervise their children's Internet activities.
16. Neither The Limerick Public Library, nor the Town of Limerick will be liable for damages resulting from access to inappropriate internet materials by unsupervised minors.

The Limerick Public Library's electronic resources may be used only for purposes that are legal and consistent with the Library's mission.

Unacceptable uses include, but are not limited to:

- Harassment of other library patrons, computer users or staff; unauthorized access to files, data, passwords or accounts of others.
- Libeling, harassing, or slandering other users.
- Fraud.
- Solicitation of minors
- Hacking and spamming.
- Connection of personal equipment to the Library's network.
- Attempting to violate computer system security or software license agreements
- Child pornography as defined by the Maine law.

Date: _____

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Failure to abide by the provisions of this policy will result in the loss of library privileges. Illegal acts involving the public access workstations will be subject to prosecution by local, state or federal authorities.

Responsibilities of Limerick Public Library

1. The Limerick Public Library does not provide one-on-one in-depth training on computers, but staff may be able to answer computer related questions. Library staff will show individual users how to access the Internet, explain basic navigational commands and are able to offer search suggestions.
2. The Limerick Public Library has the right to suspend the privileges of users who violate the Library's Internet Use Policy. Law enforcement officials will be called to deal with unlawful or criminal activities.
3. The Library may block web sites that it judges flood the bandwidth; over-tax the CPU; introduce viruses, worms, Trojan Horses or other code that could harm the library workstation or network. Such sites frequently include, but are not limited to those that are focused on multi-users games, chat rooms, file downloading, gambling, webcams, high-resolution images, shells, spamming, sending and receiving chain letters, propagation of e-mail, hacking, attempts to violate computer system security. Attempts to create super/user/administrator status or to hack or crack into the library workstation or a remote system will not be tolerated.
4. The Limerick Public Library supports the principle of "confidentiality of library patron information" and adheres to Section 27 MRSA §121 which prohibits the dissemination of library patron records.
5. Neither the Library, nor the Town of Limerick will be held liable for damages related to the operation of, or failure of, the filtering software, or for its circumvention by users.

Internet Safety Policy for the Limerick Public Library

Introduction

It is the policy of the Limerick Public Library to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

Definitions

Key terms are as defined in the Children's Internet Protection Act.

Date: _____

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Access to Inappropriate Material

To the extent practical, technology protection measures (or “Internet filters”) shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

Specifically, as required by the Children’s Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the Limerick Public Library online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by the Children’s Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called ‘hacking,’ and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring

It shall be the responsibility of all members of the Limerick Public Library staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children’s Internet Protection Act, the Neighborhood Children’s Internet Protection Act, and the Protecting Children in the 21st Century Act.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of Limerick Public Library staff or designated representatives.

Adoption

This Internet Safety Policy was adopted by the Limerick Public Library Board of Trustees at a public meeting, following normal public notice, on October 9, 2014.

Date: _____
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Limerick Public Library
Computer/Internet User Agreement

1. I have read and signed the Limerick Public Library Computer/Internet Use Policy and agree to abide by these policies.
2. I understand that copyright laws restrict duplication of copyrighted software and I will follow all copyright laws.
3. I understand that if I fail to abide by the user agreement policies, I will lose eligibility for using the Limerick Public Library's patron access computers.

USERS OVER 17

As a user of the Limerick Public Library computers, I hereby agree to comply with the Limerick Public Library Computer/Internet Use Policy, communicating over the network in a reliable fashion while honoring all relevant laws and restrictions.

NAME (Print)

PHONE #

MAILING ADDRESS

CITY

ZIP

USER'S SIGNATURE

DATE

USERS UNDER 17

NAME (Print)

PHONE#

MAILING ADDRESS

CITY

ZIP

PARENT'S SIGNATURE

DATE

USER'S SIGNATURE

DATE

As the parent or legal guardian of _____, I grant permission for my child to access network computer services such as the Internet. I understand that individuals and families may be held liable for violations. I understand that some materials on the Internet may be objectionable, but I accept responsibility for guidance of Internet use.