

Section I. Purpose

Providing free access to the Internet is a critical service provided by the Nobles County Library in achieving its mission and vision. The Internet and the digital world can serve as a center for information, learning, culture and recreation for all library users. The purpose of the Internet and Wireless Use Policy is to regulate Internet and wireless use at the Library in order to make it enjoyable, safe and beneficial for all library users.

Section II. Disclaimers and Advisements for Library Patrons

The Internet is a source of unfiltered information that is not guaranteed to be accurate, harmless, authoritative or current. Library users must be informed consumers and evaluate information obtained from the Internet carefully. Library Internet users should be aware of the following:

1. The Library does not assume responsibility for the validity, completeness nor currency of information obtained on the Internet.
2. Information contained on the Internet will offend some library users. Parents/guardians of minors are responsible for their children's use of the Library's Internet and wireless access. Library staff will not monitor children's Internet use, and parents are strongly encouraged to work with their children to develop acceptable Internet guidelines.
3. The Internet contains digital files and viruses that may damage software or hardware of Internet capable devices. The Library assumes no responsibility for damage or loss of any kind to a user's equipment, software or data files. Security for personal wireless devices rests solely with the owner.
4. The security of personal files or electronic transactions cannot be guaranteed while using the Library's Internet and wireless access; thus, users completing financial transactions or other activities that require confidentiality do so at their own risk.
5. Laptops and other devices should never be left unattended in the Library. The library assumes no responsibility for damage, theft or loss of any kind to users' equipment.

Section III. Library Responsibilities

1. The Library utilizes software that prevents browser history from being collected or personal information from being retained. Likewise, customer computer use and reservation records are not permanently maintained. The Library will not reveal any personal data or related Internet usage content unless required by law or court order.
2. To aid in compliance to the Children's Internet Protection Act and Minnesota and Federal obscenity laws, the Library does filter the Internet on library owned electronic devices and Library wireless access points. Please refer to P-110: Internet Filtering for more information.
3. Library staff members may request individuals cease viewing or listening to media or materials that are offensive, threaten the safe and comfortable environment of the Library, or interfere with conducting Library business.
4. Library staff may provide guidance for accessing the Internet but it will not be in-depth training. Library staff will provide guidance for accessing Library materials and services with privately-owned devices, but staff does not provide technical support.

Section IV. Internet and Wireless User Guidelines

1. Use of the Library's Internet and wireless access points constitutes acceptance of the Internet and Wireless Use Policy. This statement of use will be made visible in the Library.
2. All users must check-in at the circulation desk to receive Internet computer login information.
 - i. Nobles County Library patrons with over \$15.00 in Library fines must reduce their fines to \$15.00 or less to be permitted Internet access through the public computers.

- ii. Patrons with over \$5.00 in Library fines but less than \$15.00 must pay at least \$1.00 toward their fines to be permitted Internet access through the public computers
 - iii. Wireless Internet access is available to all users and patrons regardless of fines. The wireless Internet does not require login information.
3. Public Internet computers are available on a first come, first-served basis whenever the Library is open.
 - i. Access sessions will be limited to one-hour, unless otherwise authorized by Library staff.
 - ii. Upon completion of an Internet session, a user may be required to wait before signing up for another session.
 - iii. Minors are required to wait one hour between Internet sessions and are limited to two one-hour sessions per day, unless otherwise authorized by Library staff.
 - iv. Two persons may share one computer access session as long as their behavior or conversation does not disturb other users or Library staff.
4. Use of the Library's Internet connection in an illegal, disruptive or destructive manner may result in the loss of Internet and/or Library privileges.
5. Users will obey copyright laws and licensing agreements.
6. Users will not make any attempt to gain unauthorized access to restricted Library files or networks. Furthermore, users will not damage or modify computer equipment or software at the library or any other location by using Library connections.
7. Use of the Library's Internet connection to harass, bully or stalk others with messages, prints, images or software will result in the loss of Internet and/or Library privileges.
8. Library staff reserves the right to end an Internet session at any time if it is creating a disturbance or if the user is not abiding by the guidelines set forth in this policy.

Section V. Charges

1. The cost to repair damage knowingly caused by any patron to Library computers, devices, wireless access points, and network infrastructure will be charged to that patron. Parents or legal guardians are responsible for the charges of patrons under the age of 18.
2. Prompt payment is required by users who incur charges for printing or other authorized fees.

Section VI. Sanctions & Appeals

1. Any violations of this policy are considered a violation of the Code of Conduct Policy and as such, penalties imposed under that Policy may be imposed for any violation under this Policy.
2. Appeals to review penalties or the reinstatement of Internet privileges may be made to the Library Director who may refer the appeal to the Library Board.

LP-109 Policy History:

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