Overview of Library Internet Use Policy

Updated 10/16/2012

The Gary Byker Memorial Library of Hudsonville is pleased to provide access for the community to informational, educational and recreational resources via the Internet.

The Internet is a vast network of computer networks linking millions of computers around the world and offers global access to information. The information contained on the Internet changes rapidly and unpredictably, and therefore, the Library is unable to monitor or control the materials contained on the Internet. Nor can the library ensure the accuracy or legality of the information accessible via the Internet.

It is the policy of the Library to promote the responsible use of the Internet by all users, especially among minors (under the age of eighteen), who may otherwise be exposed to harmful material. In furtherance of this policy, computer terminals made available to minors will provide filtered Internet access. Adult patrons will be provided unfiltered access to the Internet upon request. Further details regarding this policies are discussed in the accompanying document entitled **"Library Internet Use Policy: Definitions and Guidelines,"** which should be read carefully by all patrons desiring to access the Internet.

Responsibilities of Users

Staff Assistance

Staff provides limited assistance for basic start-up procedures. If patrons have never used the Internet or, have specific questions about the Internet, circulating books and reference books are available. See Questions About Youth, Libraries and the Internet produced by the Michigan Library Association. Copies are available at the Circulation Desk.

Supervising Children's Use

Parents and/or legal guardians of minors are responsible for their children's use of the Internet. Parental supervision of children searching the Internet is advised, even with filtered access, as the Library cannot guarantee that the filters will be successful in screening out all harmful material. Parents or guardians, NOT library staff, are responsible for the Internet information selected and/or accessed by their children. Library personnel do not monitor or supervise Internet access except for length of time of use.

Choosing and Evaluating Sources

The Library has no control of the Internet and its resources and assumes no responsibility for the quality, accuracy, or currency of any Internet resources. Neither the Library nor the City of Hudsonville, its officers, directors, or employees, shall be liable for any damages (direct or

consequential), including lost profits, for any information obtained or provided on the Internet. Users should evaluate Internet sources just as they do printed publications, questioning the validity of the information provided. The Internet may contain material of a controversial nature.

All patrons accessing the Internet must respect the rights of other patrons not to be inadvertently exposed to materials and images they find personally unsuitable. The Library computers are located in public areas that must be shared by users of all ages, backgrounds and sensibilities. Thus, all patrons are encouraged to consider this when accessing potentially controversial information and images. The Library reserves the right to suspend and/or deny Internet access to patrons who display information or images causing a serious disruption to the peaceful library environment.

Rules Governing Use

To use an Internet workstation, patrons need to sign in using their *Lakeland* library barcode at an available workstation. If patrons do not have a *Lakeland library card*, ~~barcode,~~ ~~they may ask a library staff member for assistance.~~ *they will be asked to provide identification. If they reside in the Lakeland Library Cooperative Service Area, they will be asked to apply to their home library to get a library card that can be used at our library, before their next visit. If patrons are visiting from outside the Lakeland area,* they may *present identification and* ask a library staff member for assistance. Consistent with library borrowing policy, any patron owing over $2 in fines will be blocked from using the internet. The patron will be given two hours to use the internet. If no one is waiting at the end of that time, the patron may be given another two hours; however, if someone is waiting, the patron using a second session may be asked to give up the remainder of that time. No reservations will be taken over the phone. The use of "chat rooms" is prohibited.

Patrons under the age of 18 must have parental consent to use the internet. The parent must come into the library and sign a form, which we will keep on file. A note will be put on the child's library computer record indicating that the child has permission to use the internet. Children under the age of 12 will be restricted to using the computer in the children's area that is more heavily filtered, unless a parent is present with them at the computer.

Internet computers may only be used for legal and ethical purposes. Examples of unacceptable purposes include, but are not limited to, the following: harassment of other users; libeling or slandering other users; destruction of or damage to equipment, software, or data belonging to the Library or other users; disruption or unauthorized monitoring of electronic communications; unauthorized copying of copyright-protected material. Any patron found using the Internet to access, download, display or disseminate information that is unlawful and/or being used for an unlawful purpose, as defined under state or federal law, will lose Internet access privileges.

Printing, Scanning and Downloading

For a cost of 15 cents per black and white page, patrons may print information. Patrons may also

download or scan to borrowed library flash drives or purchase them for $5 each from the library. Color printing is available as staff time and equipment permit at $1.50 per page.

FOR ADDITIONAL DETAILS REGARDING THIS POLICY, PLEASE REFER TO THE ACCOMPANYING DOCUMENT ENTITLED "LIBRARY INTERNET USE POLICY: DEFINITIONS AND GUIDELINES."

Library Internet Use Policy:

Definitions and Guidelines

Statement of Internet Use Policy: It is the policy of the Gary Byker Memorial Library of Hudsonville to provide all patrons with access to the Internet for purposes of accessing legal information for educational, informational and recreational purposes, while also encouraging the responsible use of the Internet in order to minimize the risks that minors will be exposed to harmful material. In furtherance of this policy, minors will be provided Internet access via computer terminals installed with Internet filters, which are designed to deny access to information deemed "harmful to minors," as that term is defined below.

This policy recognizes that minors are peculiarly vulnerable in the particular area of Internet usage; that minors are less able to make a critical decision in an informed and mature manner in regards to accessing information on the Internet; and that careful and responsible child rearing is an important priority and value within this community which the Library wishes to promote through its own policies.

Adult patrons will be provided unfiltered access to the Internet upon request. However the Library reserves the right to suspend and/or deny adult patrons unfiltered access to the Internet should it come to the attention that adult patrons are using Library computers to access, download, display or disseminate information that is either unlawful and/or being used for unlawful means, as defined by state or federal law.

I.   **Definitions**
      The following definitions and Internet use guidelines shall apply.

      A.   **"Minors,"** refers to individuals under the age of 18.
      B.   **"Internet,"** refers to a vast network of computer networks linking millions of computers around the world, offering virtually unlimited access to information of an ever-changing and unpredictable nature, over which the Library has no control.
      C.   **"Internet filter,"** refers to a form of computer software sold commercially, designed to be installed on computer terminals providing access to the Internet, which operates to prevent access to information by filtering out certain information otherwise available on the Internet.

D. **"Harmful to minors,"** in reference to describing information contained on the Internet, means that quality of work in whatever form of nudity, sexual conduct, sexual excitement or sado-masochistic abuse, when it:
1. according to the average person, applying local community standards, would find that the work, taken as a whole, appeals to the prurient interests of minors;

2. the work is patently offensive according to local community standards with respect to what is suitable material for minors; and
3. the work, taken as a whole, lacks serious literary, artistic, political or scientific value for minors.
E. **"Nudity,"** as used in the definition of "harmful to minors," means the showing of the human male or female genitals, pubic area or buttocks with less than a full opaque covering, or the showing of the female breast with less than a fully opaque covering of any portion below the top of the nipple, or the depiction of covered male genitals in a discernibly turgid state.
F. **"Sexual conduct,"** as used in the definition of "harmful to minors," means acts of masturbation, homosexual or heterosexual sexual intercourse, or physical contact with a person's clothed or unclothed genitals, pubic area, buttocks or, if such a person be female, breasts.
G. **"Sexual excitement,"** as used in the definition of "harmful to minors," means the condition of human male or female genitals when in a state of sexual stimulation of arousal.
H. **"Sado-masochistic abuse,"** as used in the definition of "harmful to minors," means flagellation or torture by or upon a person clad in undergarments, a mask or bizarre costume or the condition of being fettered, bound, or otherwise physically restrained on the part of one so clothed.

II. **Internet Use Guidelines**
A. Minors desiring to access the Internet at the Library will be provided with filtered access to the Internet, in order to minimize the risk that minors will be exposed to information deemed "harmful to minors," as defined above. However, the Library cannot guarantee that the Internet filters will be successful in screening out all information potentially harmful to minors. Nor does the Library staff monitor minors' usage of the Internet. Therefore, parents and legal guardians are encouraged to supervise their children's use of the Internet notwithstanding the use of Internet filters.
B. Upon request unfiltered Internet access will be provided to adult patrons desiring to access the Internet. However, as Library computer terminals may be located in open spaces and in clear view, adult patrons are encouraged to exercise good judgment and to respect the rights of other patrons not to be inadvertently exposed to controversial materials or images. The Library reserves the right to suspend and/or deny adult patrons unfiltered Internet access which causes a serious disruption to the peaceful Library environment.

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C.   Upon the request of a parent or legal guardian, minors will be afforded unfiltered access to the Internet, provided the minor is accompanied by a parent or legal guardian who accepts the responsibility for supervising the minor's unfiltered Internet usage.

D.   If a minor unaccompanied by a parent or legal guardian, attempting to access information on the Internet that is filtered, believes he or she has been improperly denied access to non-harmful information, he or she may request unfiltered access for purposes of accessing the specific information desired. Such individual requests should be directed to one of the staff librarians on duty, who will either personally respond to the request or will direct the request to the appropriately designated individual. It is the policy of the Library to promptly respond to such requests and to provide unfiltered access to the desired information provided the information is determined to be non-harmful under the criteria defined above. However, the Library reserves the right to deny such requests if the appropriately designated individual concludes that the information sought is "harmful to minors" as defined above.

E.   Library patrons having any questions concerning Internet filters should consult the Library reference desk, where additional information and materials are available.