MT. ANGEL PUBLIC LIBRARY
COMPUTER/INTERNET ACCEPTABLE USE POLICY

In order to fulfill the mission of empowering our community to learn, explore, create, and connect, Mt. Angel Public Library provides free public use of computers, the Internet and wireless Internet (Wi-Fi) access. The Internet is a global network comprised of information, multimedia resources and social networks representing a variety of viewpoints and perspectives.

Access

1. The Library provides access to computer and Internet resources equally to all library patrons and upholds and affirms the right of each individual to have access to constitutionally protected material in accordance with the American Library Association's *Library Bill of Rights.*

2. Library staff are available to assist patrons of all ages with information literacy: to access information efficiently and effectively, evaluate information critically and competently, and use information accurately and creatively.

3. Patrons are prohibited from using Library computers or networks for illegal activity, to access illegal or obscene materials, or to display material that violates local, state and/or federal laws.

4. Library computers and networks may not be used for any purpose that violates local, state and/or federal laws. Prohibited use includes, but is not limited to, "hacking" or otherwise attempting unauthorized use of the Library, CCRLS, City or other networks; attempting to interfere with or disrupt other users; attempting to evade security measures; invading the privacy of other users; violating software license agreements; sending harassing, threatening or libelous messages or material; unauthorized copying of copyright-protected material; unauthorized use of computer accounts, access codes, or network identification numbers; violation of network usage policies and regulations; or unauthorized disclosure, use and dissemination of personal identification information regarding minors.

5. Not all information found on the Internet is accurate, complete, up-to-date or otherwise acceptable to all individuals. The Library is not responsible for the content of the Internet, changes in content of the sources to which the Library home pages link or for the content of sources accessed through secondary links. The Library shall have no liability for any direct, indirect or consequential damages related to the use of the information contained therein.

6. As with other library materials, individuals must accept responsibility for evaluating the content of computer-based or Internet resources they view, read or listen to. Monitoring and any restriction of a child's access to computer-based or Internet materials is the responsibility of the parent, guardian or designee. The Library cannot guarantee the safety and security of any person, including minors, when using computer-based or Internet resources including, but not limited to: electronic mail, chat rooms, social media, and other forms of direct electronic communications.

Security and Privacy

1. Mt. Angel Public Library will not release information on the use of specific Internet resources by members of the public except as required by law or as necessary for the proper operation of the Library. In most cases, this information is not retained.
2. The Library is not responsible for the privacy practices or security of any websites accessed by patrons.
3. Mt. Angel Public Library and the City of Mt. Angel accept no liability for any loss of privacy or data patrons may experience, or any damage or harm arising from such loss.
4. Patrons are prohibited from making any attempt to gain unauthorized access to restricted files or networks, or to damage or modify Library-owned computer equipment or software; and patrons will refrain from downloading or saving items to Library-owned computers.
5. Patrons may download or save items only on their own computer or peripheral storage device. Library computers do not retain patron information after a session is finished. Despite this, patrons should always log off any websites that they use before logging off the Library computer and ending their computer session.
6. Patrons handling financial transactions or other activities that require confidentiality do so at their own risk. The Internet is not a private environment and security of electronic communication cannot be guaranteed.
7. The Library workstations are public access terminals. The Library does not provide privacy for individual users. With that in mind, patrons are urged to respect the sensibilities of others when accessing images that may reasonably be offensive to someone else. Further, headphones, available at the circulation desk, must be worn if audio is utilized to prevent disturbing other patrons. The City of Mt. Angel and the Mt. Angel Public Library are committed to providing an environment free from sexual harassment. Internet users are asked to help by refraining from displaying material on Library or personal devices that may be interpreted as part of an intimidating, hostile or offensive work environment. Internet users should not attempt to show displayed material to passersby.
8. Each user is responsible for complying with copyright law and adhering to software licensing agreements, as well as all local, state and federal laws, including but not limited to those concerning fraud, privacy, or obscenity. Use of Library computers or networks in an illegal, disruptive, or destructive manner may result in the loss of computer or Internet access privileges, loss of Library privileges, and/or possible criminal prosecution.

Internet Filtering

1. Mt. Angel Public Library does not utilize filters on the Internet in accordance with the American Library Association's policy on Internet filters, because they cannot adequately distinguish between constitutionally protected and unprotected speech. It is the patron's responsibility to refrain from accessing any material or website that violates any of the provisions set forth above.
2. In order to address the special concerns raised by access to the Internet by minors, Mt. Angel Public Library has established the following Children's Internet Safety policy:

a. The Library respects parents' and guardians' right and responsibility to guide their children by monitoring their own children's use of Library materials and resources, including the Internet, and for determining what is appropriate for their own children. Therefore, Mt. Angel Public Library:

    i. Encourages parents to monitor and supervise their own children's use of Library computers and networks.

    ii. Encourages parents to discuss Internet safety with their children.

    iii. Provides programs and resources that help parents be informed about best practices in Internet safety.

    iv. Allows parents to opt-out of Internet use for their children aged 10-17.

b. Mt. Angel Public Library's goal is for children to have safe online experiences and prevent their exposure to harmful or inappropriate material. Towards this goal, Mt. Angel Public Library has taken the following initiatives:

    i. Requiring children under 10 to be monitored by a parent, guardian, or designee when utilizing Library computers (using the accompanying adult's library card or a guest pass issued to the adult).

    ii. Requiring that children 10-17 use their library cards to access the Internet; no guest passes will be given.

    iii. Providing staff who are trained to help children and parents find appropriate Internet resources.

    iv. Providing links on the Library's website to sites that help children access needed information safely.

    v. Providing links on the Library's website to sites that help children learn about Internet safety.

c. The Library helps prevent unauthorized disclosure, use and dissemination of minors' personal identification information by:

    i. Encouraging parents to monitor and supervise their own children's use of Library computers and networks.

    ii. Enforcing its own policies relating to privacy and confidentiality, which detail the types of personal information the Library collects and the conditions under which it may release that information.

    iii. Providing information about Internet safety, including cautions against minors disclosing personal information online.

Public Internet Access with Library-Owned Equipment

1. Library Administration may set limits on public Internet access with Library-owned equipment.
2. Library staff may designate and restrict use of Library-owned computer equipment.
3. Library staff may request that individuals cease to view or listen to materials that threaten the safe and comfortable environment of the Library or interfere with the conduct of Library business, in accordance with the City of Mt. Angel's Rule 98 – *Patron Code of Conduct* Policy.

Public Wireless Internet Access
1. Mt. Angel Public Library provides access to the Internet via a wireless network (Wi-Fi) for patrons to use with their own personal computing equipment and other mobile devices.
   a. Wi-Fi access provided by the Library is not filtered to block out adult content, or materials that could be considered obscene, pornographic, or otherwise objectionable to specific individuals, groups or communities. It is the patron's responsibility to refrain from accessing any material or website that violates any of the provisions set forth above.
   b. Wi-Fi access in unsecured. Anti-virus, security and privacy protection are the responsibility of the patron.
   c. Patrons are responsible for having the proper hardware, software and network settings on their wireless device to connect to Wi-Fi provided by the Library.
   d. The Library is not responsible for any theft, damage or misuse of patrons' computing devices or peripherals and other mobile devices while the devices are in use in the Library. Security for personal wireless devices rests solely with the owner.
   e. Library staff members may provide guidance for accessing Library materials and services with patrons' privately-owned devices, but they do not provide technical support.

Failure to Follow Library's Computer/Internet Acceptable Use Policy
1. Patrons using computers, networks or Wi-Fi provided by the Library must comply with this policy and with any additional rules published in conjunction with this policy.
2. Failure to comply with this Policy or misuse of the Library's networks or computers, including patrons' personal computing equipment connected to the Library's Wi-Fi, may result in the loss of computer or Internet access privileges, loss of Library privileges and/or possible criminal prosecution.
3. Any attempts to gain unauthorized access to restricted files or networks, to damage or modify Library-owned computer equipment or software, or to intentionally download or save items to Library-owned computers may result in the loss of computer or Internet access privileges, loss of Library privileges, and/or possible criminal prosecution.

Expressions of Concern

The Mt. Angel Public Library Director and the Mt. Angel Public Library Advisory Board welcome feedback from patrons. Any patron concerns will be handled promptly and courteously.

References

This policy has been developed in concert with the following:

American Library Association's *Library Bill of Rights*, *Interpretations of the Library Bill of Rights* and *Libraries and the Internet Toolkit.*

State Code of Oregon, Section 163.688 and 163.689.

City of Mt. Angel's Rule 98 – *Patron Code of Conduct* Policy.

Input from the following policies: San Antonio Public Library, Ames Public Library, Monterey Public Library, Lyons Public Library.