

APPENDIX D

GARDEN CITY PUBLIC LIBRARY

ELECTRONIC RESOURCE USE POLICY

Public use of Library computers and/or Internet implies agreement to the following:

1. You will refrain from illegal or unethical use, including violation of federal, state, or local laws and regulations (i.e. "acceptable use").
2. You will refrain from *damaging or altering the configuration* of the computer equipment or attempting to damage or gain unauthorized access (i.e. "hacking").
3. Garden City Library is not responsible for the accuracy of information on the Internet or for any damages, direct or indirect, arising from its connections to the Internet.
4. Patron must have a current library card in good standing from a LYNX! Consortium participating library to be logged in for sixty (60) minutes on the computers. Visitors may purchase a 15 minute Visitor's Card for \$0.25. A staff member can explain the procedure for getting logged in.
5. Filtering is not an unlimited resource. As they would anywhere else in the Library, **parents and/or legal guardians have the sole responsibility of monitoring their child's use of computers** or what the child might view on another patron's computer screen. Parents should monitor use of computers to prevent unauthorized disclosure, use and dissemination of personal information regarding minors.
6. You may not use Library computers to access or send materials that are legally defined as "obscenity", "pornography", "harmful to minors", "of a violent nature" or "offensive" to other Garden City Library patrons or staff. Do not open e-mail from someone you don't know.
ACCESSING ANY OF THE ABOVE MATERIAL WILL RESULT IN REVOCATION OF LIBRARY PRIVILEGES--ONE WEEK FOR THE FIRST OFFENSE AND A UP TO A YEAR FOR THE SECOND OFFENSE AT THE DISCRETION OF THE LIBRARY DIRECTOR
7. There is a maximum limit of 120 minutes per day on the computers.
8. You agree to pay a **\$0.10** charge for each page printed. Please "print preview" to ensure you print only the pages you need since you will be charged for all of them.
9. No more than 2 people may sit at any one computer at any time.
10. The computer lab will close approximately **20 minutes** before the Library closes.
11. Headphone jacks are standard size and you may use your own headphones. Garden City Library has headphones available for your use and may be checked out at the reference desk.
12. **If available**, the Garden City Library staff will gladly help you with your basic computer needs and/or refer you to a variety of software tutorials available for you to use. We can also direct you to classes in and around the community to assist you in increasing your computer skills.

13. Documents are not to be saved on the computer's hard drive. Patrons may bring their own portable storage device (CD, flash drive, etc.).
14. Use of cellular telephones and/or other electronic devices must be considerate of others by turning ringers off, and confining their telephone conversations to the vestibule. **See Appendix A & B**

Public use of Library wireless connection implies agreement to the following:

Free wireless Internet access is provided to the public at Garden City Library. Utilizing this "Hot Spot," the public may connect to the Internet with a wireless laptop, PDA or other portable device from within the Library. The wireless connection is provided as-is. Library staff cannot offer technical support for establishing or maintaining a connection and the Library is not responsible for hardware or software damage, or for loss or theft of unattended equipment. The wireless connection is not secure. Since the radio signals can potentially be intercepted, activity requiring transmission of credit card numbers, passwords, and other personal information should be avoided. The wireless network is open and simultaneously connected computers are visible to each other, and therefore vulnerable to other users' viruses, malware, and hacks.

Users are responsible for maintaining up-to-date antivirus software and firewalls. Printing from the wireless network will not be supported. The wireless Internet access is unfiltered, but all Library policies concerning legal and acceptable use of computers and the Internet apply.

*See: 2908 Idaho Code §18-4101, 2910 Idaho Code §18-4102, 2914 Idaho Code §18-4105 resubmitted 1/7/2004

(Adopted 7-11-07, reviewed 8-5-09 Garden City Library Board of Trustees)