

COMPUTER & INTERNET USE POLICY

□ **Mission Statement**

The Bloomington Public Library is a welcoming community gathering place. The mission of the Bloomington Public Library is to provide access to high-interest, high-demand, informational, educational, cultural, and recreational library materials and services in a variety of formats and technologies; to stimulate a desire to learn in children and encourage lifelong learning for all ages; and, to be responsive to the needs of the community with useful and timely access to knowledge, information, and resources.

In support of its mission the Bloomington Public Library offers computers and Internet access to Library patrons in support of the widest possible diversity, views and expressions; ensuring access to all avenues of ideas, to as many Library patrons as possible.

□ **The Internet**

The Internet is an unregulated medium connecting people and information sources from around the world, forming a constantly changing community. Not all sources on the Internet provide information that is current, accurate, unobjectionable or complete. Some materials on the Internet are obscene and/or harmful to minors. The Bloomington Public Library is unable to control or monitor the content of materials on the Internet.

□ **Computer/Internet Access Service**

- The Bloomington Public Library offers free access to computers and the Internet. Visitors may use their valid Bloomington or SWAN library card or they may request a free Internet use card to access these resources.
- The library filters Internet access to block obscene and pornographic materials as well as content dangerous to library computers. Filtering is by no means foolproof and may inadvertently allow content intended to be blocked to be viewed, or block unobjectionable content. In the event of unobjectionable materials being blocked, staff may open access to make the information available at the patron's request.
- The Computer Lab is open to patrons of all ages and offers Internet access in addition to other software products.
- The library offers Express Stations for guests and patrons to quickly access our

computer resources without signing in. These stations provide all the services available in the Computer Lab and are available for patrons 18 or older.

- The library offers laptops and tablets for guests and patrons to use on library grounds. They provide Internet access and are available for patrons 18 or older with an approved photo ID.
- There may be times when a Library patron may not be able to access a given site on the Internet due to circumstance beyond the control of the Bloomingdale Public Library.
- Library staff will be glad to assist our patrons in using the Internet as time allows. In the event Library staff is not familiar with specific programs or capabilities, the patron will be responsible for learning the needed skills.
- Library staff will not perform repairs, installations, or any procedure incurring risk of damage or loss of data on any non-library electronic equipment.
- The Bloomingdale Public Library does not provide electronic mail, internet telephony, or online accounts of any kind beyond the scope of library services.
- The Bloomingdale Public Library is not responsible for lost internet use cards or the value stored on them.
- Value may be transferred from one Internet use card to another, provided the card was registered to the user.
- Patron data is routinely removed from computers after the patron's use. The library is not responsible for either the security of private information entered onto the computer or the retrieval of lost information.
- Wireless Internet access is available to patrons.
- The Bloomingdale Public Library is not responsible for the security of information sent across our public wireless network or for risks to patron computers or wireless devices.
- Available data ports are for library equipment. Patron's devices may access the library network through available wireless networks only.

□ **Guidelines for Use**

- All users of Internet access at the Bloomingdale Public Library are expected to act responsibly, consistent with these guidelines. The viewing or downloading of obscene materials is not permitted. Any violation of these guidelines, the laws of the State of Illinois, and/or federal statutes may result in the suspension of Internet

access privileges and/or reporting to an appropriate legal authority.

- It is the intention of the Bloomington Public Library to provide its patrons with tools that will enable them to manage their own use of the Internet access provided by the Library.
- Data downloaded from the Internet may contain computer viruses. Every patron is responsible for maintaining virus-checking software on his or her personal computer. The Bloomington Public Library is not responsible for damage to any patron's equipment, or any loss of data, damage, or liability that may occur from the patron's use of Library computers.
- The Bloomington Public Library does not condone the unauthorized reproduction of copyrighted materials, in any format. Unauthorized reproduction includes copying done beyond that which is permitted under the Copyright Act, or sharing/posting of copyrighted materials if it is done without permission and/or payment of royalties. Compliance with the Copyright Act is the individual responsibility of every patron, and liability for any violation rests with the patron.
- Reservations for Internet use sessions will not be accepted. Internet use is on a first come, first served basis.

□ **Conditions Governing Use**

- By signing a Bloomington Public Library Card or by accepting the Acceptable Use Agreement when logging on to a library computer, a user agrees that he or she has read the Library's Internet Use Policy and agrees to abide by it and future versions of the policy as a condition of using the Library's Internet access.
- A minor patron's parent or legal guardian must sign a Bloomington Public Library Patron Registration Agreement, indicating that both the parent or guardian and the minor patron have read the Library's Internet Use Policy, agree that the minor may use the Library's Internet access service, and that the minor patron will abide by it and future versions of the policy as a condition of the minor patron using the Library's Internet access service and elect whether the minor patron's Internet access is to be "Unrestricted," or "Restricted." A signed agreement without an election is not a valid agreement and the minor patron will not be allowed to use the Library's Internet access service.
- Internet use is on a first come, first served basis.
- By using the Internet through the library, patrons agree not to use the Internet for any illegal activity or to post or transmit any unlawful, threatening, abusive information including, without limitation, any transmission constituting or encouraging conduct that would constitute a criminal offense or give rise to civil liability.

□ **Wireless Internet Access**

In addition to wired Internet access using a Library provided computer, the Bloomington Public Library also offers wireless "Wi-Fi" access to the Internet. Most users may bring their wireless-enabled laptop computer or other wireless device to the Library and turn it on. However, the Library can make no guarantees as to compatibility of your equipment with the Library's network.

The entire building and library grounds are wireless accessible however signal strength may vary and is not guaranteed. The Library does not provide wireless cards. Please note that the Library cannot assist you with your laptop, card, or configuration. The Library cannot accept the liability of handling your equipment.

□ **In House Technology Use Policy**

- Some electronic equipment has been made available for patrons 18 or older to use throughout the building.
- The Reference, Youth Services, and Computer Services departments all have equipment available for in-house checkout.
- A valid driver's license, military ID, or state ID is required to checkout equipment.
- Laptops, tablets, and other devices reserved in this manner may be used in any of the public sections of the library but cannot be removed from the library grounds.
- Patrons assume full responsibility for the equipment when using it.

□ **Compliance with Library Policy and Guidelines**

Violation of the policies and regulations that govern the use of the Library's computer resources may result in suspension or loss of the privilege to use these resources. Any illegal activity involving the Library's computer resources will be subject to prosecution by the appropriate authorities.

Adopted by Library Board of Trustees

December, 1995

Revised: July, 1999; November, 2004; April 11, 2007; February 2015; 9/11/19; 9/13/23