

# C.C. Mellor Memorial Library

## Internet Use Policy

Approved by the Board of Trustees: October 30, 2014

### Purpose

In response to advances in technology and the changing information needs of the communities that it serves, the C. C. Mellor Memorial Library and Edgewood Community House (CCM) strives to develop collections, resources, and services that meet the cultural, informational, educational and recreational needs of our diverse community. It is within this context that CCM offers access to the Internet.

### Policy Regarding Access to Internet Resources

The Internet is a global communications network and information resource. Because the Internet is currently a largely unregulated medium CCM does not monitor and has no control over the information available through this resource. CCM cannot assume responsibility for the accuracy, quality, or timeliness of Internet information. Some information on the Internet may be considered controversial in nature. The determination of viability and usefulness of Internet information falls upon the patron.

Users should be aware that the Internet is not a secure medium and that third parties may be able to obtain information regarding users' activities on the Internet. CCM however will not release information on the use of specific Internet resources by members of the public except as required by law or necessary for the proper operation of CCM.

CCM assumes no responsibility for any damages, direct or indirect, arising from the use of its computing resources.

Internet resources through CCM are provided equally to all users regardless of age. CCM upholds and affirms the right of each individual to access constitutionally protected material. A minor's access to the Internet, as well as access to all other materials is the sole responsibility of the parent or legal guardian. CCM strongly encourages parents or legal guardians to supervise their children's Internet use and to provide them with guidelines about acceptable use. It is the responsibility of parents and/or guardians to instruct their children not to give private information about themselves or others when using Web sites, in e-mails, or during chat sessions. CCM does not have the right or responsibility to determine the appropriateness of a particular resource for any minor. However, in no event is any person under the age of 17 permitted to view any obscene and other sexually related materials or performances as defined and described in 18 Pa. C. S. 5903 and any amendments thereto.

CCM has selected sites to link to its home pages in accordance with its materials selection policies. Beyond this, CCM is not responsible for any content found on the Internet outside CCM's home page, for changes in the content of the sources to which CCM home pages link, or the content of sources accessed by the user through secondary links.

Computers in the Fred Rogers' Children's Room are reserved for use by children 13 years of age and younger. Computers on the second floor may be used by patrons 14 years of age and older. Parents are permitted to use the computers in the children's room when helping children with research.

### CIPA Compliance

The Children's Internet Protection Act (CIPA) is a federal law that requires all computers in a public library to be filtered if that library accepts any federal funds for Internet access or computers used for Internet access. [Supreme Court decision: United States v. American Library Ass'n. Inc., No. 02-361 (June 23, 2003)] CCM complies with the requirements of CIPA.

All computers in the CCM are filtered. The filtering software is provided by the eiNetwork and is consistent with their filtering software policy. Please be aware that filters are unreliable, at times blocking sites of legitimate informational or educational value, or allowing access to sites that are illegal, obscene, or sexually explicit within the meaning of 18 Pa. Cons. Sec 5903.

CCM uses filtering software that blocks or filters Internet access to some Internet sites that may not be consistent with the policy of CCM.

Parents or legal guardians, and not CCM or its staff, are responsible for monitoring their children's use of the Internet and for the information selected and/or accessed by their children. CCM strongly encourages parents or legal guardians to supervise their children's Internet use and to provide them with guidelines about acceptable use.

CCM's computers cannot be used for any fraudulent or unlawful purposes, including any activities prohibited under any applicable federal, Pennsylvania, or local laws, including activities in violation of 18 Pa Cons. Stat. Sec. 5903, which prohibits certain acts of public indecency.

Any adult (17 years of age or older) may request that the filter or technology protection measure be disabled without significant delay by a CCM staff member authorized by CCM Library Director, consistent with the privacy policy of CCM.

CCM cannot be responsible for any patron's unauthorized use of a computer with a disabled filter.

Any patron wishing to file a complaint about the filtering software on CCM computers may do so within thirty (30) days to:

1. CCM Library Director and/or the President of the Board of Trustees.
2. The Director of the Electronic Information Network (eiNetwork).
3. The Federal Communications Commission.

### Computer Use Guidelines

In an effort to ensure that the use of the Internet is consistent with the mission of CCM the following shall apply:

- Use of the computers is free to the public.
- Printing is available for a fee. The printing fee is still charged even if you provide your own paper.
- CCM reserves the right to establish procedures to limit use time on the Internet workstations in order to provide access to more patrons.

- CCM reserves the right to require permission by an adult for minors to access Internet resources.
- CCM reserves the right to establish procedures that make the Internet stations available on a first come first serve basis.
- Patrons may bring personally owned disks or flash drives. CCM is not responsible for damage to disks, for any loss of data, or damage or liability that may occur from a patron's use of CCM's computers.
- CCM does not allow the use of personal software on CCM computers
- Internet use will be managed in a manner consistent with the Library's policy on acceptable use. The Internet workstation must be used in a responsible manner, respecting the rights of other users. Users may not make any attempt to damage computer equipment or software. Computer and Internet settings may not be changed. Users may not use the network to make unauthorized entry into other computational, informational or communication services or resources. Users may not invade the privacy of others or engage in any activity that is harassing or defamatory.
- CCM is committed to providing an environment free from sexual harassment. Adults may be advised that while accessing and viewing sexual materials is within the law for an adult, the risk of exposure to minors and the consequences of being "harmful to minors" are significant. When children are in the proximity or even if another adult is expressly offended, the patron viewing such materials may be asked to close a website. Users may not display on screens and/or printers materials that may be unlawful or prohibited under any applicable federal, Pennsylvania, or local laws. CCM staff will be the sole arbiter of what constitutes unacceptable content. CCM staff reserves the right to end an Internet session at any time it is creating a disturbance.
- Material on the Internet and the World Wide Web maybe copyrighted. It is the user's responsibility to be aware of the display of any notices concerning the copyright of information on the Web and to respect the copyright laws of the United States.
- CCM's computers cannot be used for any fraudulent or unlawful purposes, including any activities prohibited under any applicable federal, Pennsylvania, or local laws,

### Compliance with Library Policy Guidelines

Violation of the policies and regulations that govern the use of CCM's Internet resources may result in suspension or loss of the privilege to use these resources.

Any illegal activity involving CCM's Internet resources or equipment will be subject to prosecution by the appropriate authorities.

CCM reserves the right to take appropriate action to ensure compliance with this policy.

This policy may be revised from time to time.