
Regulations

1. All Internet users must agree to the Library's Internet policy, accessible by way of the computer login page.
2. Parents or legal guardians of users under the age of 18 are responsible for Internet use by the minor.
3. Users are encouraged to bring their library card for convenience in logging onto a computer.
 - A. Temporary guest Internet passes are available for non-resident, temporary visitors. Picture identification is required. Resident library patrons should apply for a library card rather than regularly requesting guest passes.
4. A user may allow one other person at the same workstation.
 - A. No more than two people are allowed at each Internet computer where space allows or at librarian's discretion.
 - B. The second person shall also abide by the Internet policy.
 - C. Headphones must be used if audio is needed.
5. Time limits apply and may be adjusted as needed.
6. Files cannot be permanently saved on the Library's computers.
 - A. Users are encouraged to save files on flash drives, SD cards, and other removable media, as long as no software installation is required and no report of an active virus is received. These restrictions are necessary to protect against computer viruses, to avoid software conflicts, and to better allocate Library resources.
 - B. The Library is not responsible for any data loss or damage, which might occur to a removable device or medium while it is attached to the Library's computer.
 - C. The Library is not responsible for data loss due to time management or connection issues.
7. Unacceptable Use of Computers and the Internet.
 - A. Uses that compromise the safety and security of minors: computer use by minors that may compromise their safety and security when using email, chat rooms, and other forms of direct electronic communications such as providing personal identification information about the minor or others.
 - B. Uses involving unauthorized access (hacking) and other unlawful uses: obtaining or attempting to obtain unauthorized access to computers,

Computer/Internet Access, Use, & Safety Policy

networks, sites, or information systems; credit card or retail fraud, and any other unlawful uses or activities online.

- C. Uses which may cause harm to the Library or another computer system, such as downloading or transmitting malware; using one's own software programs on the Library's computers; altering the Library's computer settings; damaging or modifying the Library's equipment or software.
 - D. Uses that violate confidentiality of information, including but not limited to the Michigan Library Privacy Act¹ as amended, and downloading or transmitting trade secret information or copyrighted materials.
 - E. Access by adults to material which is obscene or constitutes child pornography as defined in federal or state law or court decisions², and viewing, transmitting, or downloading such materials, or leaving such materials on an unattended computer screen. Users are further advised that the courts may interpret the display of obscene matter as "sexual harassment."
 - F. Minors are prohibited from accessing obscene matter or sexually explicit matter harmful to minors.
 - i. In order to comply with state law³ minors are prohibited from accessing or viewing obscene matter⁴ and sexually explicit matter that is harmful to minors⁵.
 - ii. The Library filters all Internet connections through a firewall that contains "black lists" of sites, which may contain obscene or sexually explicit matter. Adult users of the Library's computers, 18 and older, may request temporary access to a site that has been over blocked.
 - iii. Failing to respect the privacy of other Library computer users, including but not limited to, viewing or attempting to view material being used or viewed by others.
 - iv. Failing to follow library policies, procedures and instructions. Failing to login with a valid library card or guest pass, failing to comply with computer use time limitations, failing to follow the directions and instructions of Library personnel.
8. Van Buren District Library is not responsible for Internet content.
- A. Accuracy and suitability of information may vary.

¹ PA 455,1982; MCL 397.601

² Including but not limited to 18 USC 2256(8)

³ PA 212 of 2000 (MCL 397.606)

⁴ As defined in MCL 752.362

⁵ As defined in MCL 722.673 and 722.674

Computer/Internet Access, Use, & Safety Policy

- B. Since no filtering system is infallible, parents/guardians remain responsible for monitoring Internet use by minors.
 - C. Some sites may not always be available due to high demand or may not be available to the general public. Sites may be discontinued or moved.
9. VBDL is not responsible for any credit card liabilities or other financial transactions associated with patron use of the Internet.
 10. There will be a charge for printed copies, payable at the circulation desk.
 11. The Library staff cannot provide in-depth computer training.
 - A. Staff can direct patrons to various Internet resources.
 - B. A variety of computer books also are available on the Library's shelves and through interlibrary loan.
 12. Wireless users are subject to the agreement that appears on the Library's login page.
 13. Internet privileges may be suspended for persons owing the Library more than \$5.00 in fines and fees.
 14. Failure to comply with this Policy may result in the loss of Internet privileges. The decision to withhold Internet privileges may be appealed within three (3) days to the Director, whose decision shall be final.

Approved November 25, 1997. Amended September 26, 2000. Amended July 23, 2002. Amended June 2, 2010. Amended July 22, 2014
Van Buren District Library Board of Trustees