

IV. Public Technology & Internet Use (Previously titled: INTERNET USE) *(Last Amended 6/22)*

A. Internet Use

1. Purpose: The purpose of public access to the Internet is to further support the community's informational, learning, cultural, and recreational needs.
2. Selection
Links to resources the Library subscribes to are listed under the Online Resources section of the Library's website. In some cases links to free resources often used by library patrons will be placed there as well for the convenience of users. Access is not limited to these sites and patrons assume responsibility for the sites they select for use.
3. Use
 - a. The Washington Public Library can assume no responsibility for accuracy of any information accessed through the Internet, nor can we control or monitor information accessed. Due to the visibility of computer monitors in public areas of the library, the library may install content filtering software on public access machines in an effort to restrict access to pornographic images. Every effort will be made to ensure that access to all other information including educational material that includes images of the human body and information surrounding issues of sexuality and sexual health.
 - b. The Washington Public Library asserts that it is the responsibility of the parent to monitor and guide a child's information selection, and will not take any responsibility for monitoring or controlling a child's access to information. Parents may request that their minor child, who is under the age of 12, be restricted from using Internet computers. A note will be added to the child's account, though no guarantee can be made that the child will never have access to Internet-enabled devices or computers.
 - c. The copyright law of the United States (Title 17, U.S. Code) governs the making of reproductions of copyrighted material. The person using the library's Internet or wireless Internet connection is liable for any infringement.
4. Unacceptable Use
 - a. Unacceptable use includes, but is not limited to the following:
 - Any use of Washington Public Library computers or Internet access which is disruptive to other patrons or library staff in any way, including viewing pornographic materials.
 - Attempting to modify or gain access to library settings, files, passwords, or data.
 - Downloading copyrighted materials from the Internet without legal consent.

- Damaging or destroying equipment, software, or data belonging to the library.
 - Disrespecting the privacy of other users.
- b. The Washington Public Library reserves the right to restrict or terminate the Internet use privileges of any individual using the Internet in a way deemed unacceptable. Violation of the Internet Use Policy may result in the following consequences:
- First offense – Termination of session and loss of computer privileges for one day.
 - Second offense – Denial of computer privileges for one month.
 - Third offense – Denial of computer privileges, for a period of time determined by the Board.

B. Wireless Use

1. Purpose: The Library provides wireless Internet access to give access to its digital collection, even when the physical library is closed.
2. Library staff cannot be responsible for directly making changes to wireless devices owned by library patrons or connecting devices to our wireless network but can provide general information and assistance for this purpose.
3. The copyright law of the United States (Title 17, U.S. Code) governs the making of reproductions of copyrighted material. The person using the library's wireless Internet connection is liable for any infringement.
5. The Washington Public Library can assume no responsibility for accuracy of any information accessed through the Internet. Please use the Library's wireless Internet responsibly.
6. **WARNING:** This free service is an open network provided for patron convenience and its use is at the user's own risk. It is available to the general public, and is **NOT INHERENTLY SECURE**. The Library cannot and does not guarantee the privacy of data and communication while using the service. By using this service, the user acknowledges and knowingly accepts the potentially serious risks of accessing the Internet over an unsecured network.
7. Access to the Library's wireless Internet network is provided **AS AVAILABLE**. The Library provides no guarantee that the service will be uninterrupted or error-free, and cannot be held liable for any direct or indirect damages that result in any way from the user's ability or inability to use the network

C. In-Library Equipment Use Policy

1. The Washington Public Library, at its discretion, lends equipment such as laptops, iPads, and projectors for in-library use as a public service. Given the expense of the equipment, the library requires photo identification and a Washington library card for equipment that is borrowed*. The borrower's library account must be in good standing, and the borrower must be either 18 years old, or over the age of 10 with a guardian's signature of approval.
2. The City of Washington, IA and the Washington Free Public Library are held harmless by the borrower for any damage, injury, or loss.
3. By borrowing equipment from the Washington Public Library the patron is responsible for the item(s).
4. The borrower warrants that the equipment was in good working order when borrowed and that the Library will be reimbursed if the equipment is damaged, lost, or stolen while checked out.
5. The borrower must return the equipment to the front desk 15 minutes before the Library's regular closing hours**.
6. The borrower understands that the equipment CANNOT be removed from the library. Until the equipment is placed in the hands of a library staff member, and is checked in, it is the borrower's responsibility**.
7. If parts or pieces of the equipment are missing or damaged, the borrower's Library privileges will be revoked until the costs for repair and/or replacement have been paid by the borrower.
8. After 30 days, the unpaid balance of any equipment repairs or replacement may be referred to the City Attorney. §714.5 of the Code of Iowa clearly states that failure to return library materials or equipment is evidence of attempted theft.
9. *If the equipment is being borrowed for a meeting/event by a person or group from outside of Washington County, the responsible party will sign the agreement and show valid state ID, but is not required to have a Washington Library card.
10. **Prior arrangements can be made for equipment use at meetings that extend past closing hours. Arrangements must be made with a Library Assistant or the Library Director before the meeting begins. Equipment is to be secured in the equipment room attached to the Nicola-Stoufer Room at the end of the meeting. In the case of an after-hours meeting, no IDs will be kept during the equipment's use.
11. Laptops and tablets are not to be left unattended in the library. If, for any reason, a borrower has to leave the library while the laptop/tablet is still checked out, the

- device will be left at the front desk until it can be used again (including using the restroom).
12. No more than two people may use the same laptop/tablet at any one time. Both users must sign an In-Library Equipment Use Agreement.
 13. The laptop/tablet batteries hold a charge of three (3) hours, but the library cannot guarantee that the device loaned out will be useable for that full amount of time. It is the user's responsibility to save data in the case of battery failure.
 14. **WARNING:** The Library's free wireless Internet service is an open network provided for your convenience and its use is at your own risk. It is available to the general public, and is **NOT INHERENTLY SECURE**. The Library cannot and does not guarantee the privacy of your data and communication while using the service. By using this service, users acknowledge and knowingly accept the potentially serious risks of accessing the Internet over an unsecured network.