

SILVER BAY PUBLIC LIBRARY (SBPL) INTERNET ACCEPTABLE USE PUBLIC COMPUTER & WIRELESS (Wi-Fi) POLICY

By choosing to use the Silver Bay Public Library's free public internet service that prohibits abusive or illegal activity, users agree to abide by all relevant Silver Bay Public Library Internet Acceptable Use Policies, State ([Minnesota Statutes Section 617.241](#)) & Federal regulations and Copyright Laws ([Title 17, U.S. Code/\(s. 512 \(c\)\(1\), 512 \(i\)\(1\)\)](#)). U.S. copyright law prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by the principles of "fair use." Users may not copy nor distribute electronic materials (including electronic mail, text, images, programs or data) without the explicit permission of the copyright holder. Any responsibility for any consequences of copyright infringement lies with the user; the library expressly disclaims any liability or responsibility resulting from such use. **The Silver Bay Public Library internet and wireless are ISP Safe Harbors as pursuant to the Copyright Act; (s. 512 (c)(1), 512 (i)(1) in particular. The Library Director is the Designated Agent for concerns regarding internet and wireless use pursuant to the above mentioned Copyright Act. Wifi internet access is made available through the City of Silver Bay Public library.**

The Silver Bay Public Library provides access to the Internet available as one means of fulfilling its mission: to promote education, information, intellectual stimulation, and recreation to the citizens of Silver Bay and the surrounding area. As an global information resource, the Internet enables the library to provide information far beyond the confines of its own collection. Library patrons use it at their own risk. The Library cannot protect users from materials they may find offensive. In choosing sources to link to the home page, the library follows generally accepted library practices. Beyond this, the library does not monitor or control information accessible through the Internet and does not accept responsibility for internet content. Note that restriction of a child's access to the Internet is the sole responsibility of the parent or legal guardian. Parents must be aware of internet/wifi policies & may also wish to read the guidelines for "[Child Safety on the Internet](#)" produced by the National Center for Missing and Exploited Children and Interactive Services Association. A paper copy of this document is available at the library's circulation desk.

By using a SBPL public Internet workstation at the Silver Bay Public Library Users agree to comply with all laws, including copyright laws when they use the Silver Bay Public Library's internet computers and wireless services.

Limitations & Disclaimers:

- Sign in to SBPL Internet access at the circ desk using an Arrowhead Library System library card or photo I.D.
- Accept the Terms and Conditions outlined in the Internet Acceptable Use policy.
 - Usage is on first-come, first-serve basis. Library staff may establish limits on the time, number of sessions or bandwidth per day, per user. Such limitations will depend on facility-specific demand in order to provide access for the majority of users. Usage is 1 hour per day in ½ hour increments. ½ hour limitations between 2:30 pm and 5:00 pm. Computer terminals may not be reserved. One user per terminal. Monitors will face out at all times. Users must have behavior courteous & respect for other library users.
 - Printer is available, copies are \$.25 cents per page
 - SBPL staff is unavailable for technical assistance for internet/pc assistance/access personal accounts. Email accounts are not available.
 - Users will not physically or electronically change the configuration of the computers, software or hardware. No personal software.
 - Users may not connect personal equipment to library network or computers, except headphones. Staff may make exceptions.
 - Users are expected to obey copyright, software & data laws and regulations **at all times**. Irresponsible, unethical uses of such resources include, but are not limited to the following: 1. Using resources for unauthorized, illegal or unethical purposes. 2. Making unauthorized copies of copyrighted or licensed software or data. Violating the privacy of others by misrepresenting oneself as another user; attempting to modify or gain access to files, passwords, or data belonging to others; seeking unauthorized access to any computer system, damaging or altering software components of any network or database, or interfering with other patrons using the public access workstations. 3. Sending, receiving, or displaying text or graphics which may reasonably be construed as obscene. The Library interprets exposure to this material as sexual harassment of library staff, volunteers, and patrons, therefore violating the Library's Unacceptable or Illegal Behavior Policy. 4. Using Peer to Peer (P2P) networks (e.g., BitTorrent) to transmit, download, or upload files and peripherals that violate the library's Internet Acceptable Use Policy and/or United States Copyright Laws. 5. Misuse or abuse of the computer or Internet access will result in suspension of Internet access privileges. 6. Individual users may not use the computer network to display obscene graphics, violate intellectual property rights, harassment, defamation, or hacking. 7. Users may not distribute any material that causes congestion of the voice, data, or video networks.
 - Public computer internet access contains filtering:
 - ❖ MINORS: The Silver Bay Public Library adopted the American Library Association's Free Access to Libraries for Minors - an Interpretation of the Library Bill of Rights which states: "Librarians and governing bodies should maintain that parents - and only parents - have the right and the responsibility to restrict the access of their children - and only their children - to library resources." is not responsible for any harm inflicted on a minor caused directly or indirectly by material viewed on a SBPL computer terminal or wireless devices. All public access terminals have filtering technology, as required by the Children's Internet Protection Act ([CIPA](#)), in order to remain eligible for certain federal funds. The library cannot and does not guarantee that the filtering software will block all obscenity, child pornography, and materials harmful to minors, nor can the library guarantee that the filtering software will not restrict access to sites that do not fall within these categories. SBPL is not responsible for any harm inflicted on a minor caused directly or indirectly by material viewed on a FPLS computer terminal. PARENTS ARE ENCOURAGED TO WORK CLOSELY WITH THEIR CHILDREN.
 - ❖ A librarian may disable filtering of a site upon request of a user if the librarian deems the material to be appropriate for library viewing.

Additional Wi-Fi Internet Service guidelines:

- Own a compatible networked device with compatible wireless adaptor & current antivirus software & accept SBPL policy.
- Use of the wireless network is at your own risk and the Silver Bay Public Library is not responsible for any loss of data, theft, damage to personal equipment or software.
- Printing is not available over the Wi-Fi network.
- Library staff cannot provide technical assistance for wifi connection nor mobile device.
- There is no guarantee that a wireless connection will be made or maintained, this service is not to be used as a permanent connection. The connection shall not be used for commercial purposes.
- The wireless Internet access is not filtered. It is not a secure wireless network. **It is recommended for wireless users to not transmit credit card information, passwords or any other sensitive personal information over the library's wireless network. Personal information transmitted via the Internet may not be secure and other users may be able to view it. Internet users should exercise extreme caution when revealing any personal identification information over the Internet.**
- Due to limited bandwidth, Library staff may limit the type of internet use at any given time.

Patron Privacy

- SBPL will collect and store information to measure the number of people using library and Internet services and the times of use. This is to help provide better library and Internet services. The library will not sell, lease, or otherwise distribute or disclose a library user's personal information for non-library purposes or to outside parties unless required by law 1.7.2. A user whose access session has been terminated or whose Internet access has been prohibited shall have the right to appeal and/or request that the Internet access privileges be reinstated.
- I understand that failure to follow these rules and guidelines will result in loss of Internet privileges and possibly the loss of other library privileges. The Library reserves the right to terminate an Internet session at any time. Violations of this policy may result in the suspension or revocation of the patron's computer privileges. A violation of the Internet Policy may result in a librarian ending a user's Internet session. Library staff may, at any time, require that a user refrain from viewing or using a particular website if the librarian deems the material to be inappropriate for use in the library. The user must end the session immediately when asked to do so by a librarian. Users with severe violations of the Internet Policy may be subject to civil or criminal liability. Discipline may result in legal action including, but not limited to, liability for all damages caused, financial remuneration, and/or criminal prosecution under appropriate local, state, and federal laws. Failure to comply with this policy may result in suspension, permanent or otherwise, of Internet access at any SBPL location or in appropriate employment action.

Computer internet users indemnify and hold harmless Silver Bay Public Library, the City of Silver Bay, and their employees or officers for any claim arising out of the user's use of the SBPL services. The Silver Bay Public Library internet and wireless are ISP Safe Harbors as pursuant to the Copyright Act; (s. 512 (c)(1), 512 (i)(1) in particular. The Library Director is the Designated Agent for concerns regarding internet and wireless use pursuant to the abovementioned Copyright Act. *Due to the changing nature of computer services and to ensure fair and reasonable use of electronic resources, policies are subject to change without notice, at the Library's discretion. It is the responsibility of the patron to read and accept the current version of the policy. The policy may be found posted in the library or on the Library's website: <http://www.silverbay.com/library.html>

PARENTAL AWARENESS OF INTERNET ACCESS/PC RULES (FOR MINORS UNDER 18 YRS)

By using a public terminal at the Silver Bay Public Library user & parent/guardian agrees to the above internet acceptable use policy.

I understand that when I am using the Internet or any other telecommunication environment, I must adhere to all rules of courtesy, etiquette and laws regarding access and copying information as prescribed by either federal, State or Local Law. I understand that if I violate the rules, I may face restricted Internet access, Loss of Internet access, or disciplinary or legal action including, but not limited to, criminal prosecution under appropriate state and federal laws.

My signature below, & that of my parent(s) or legal guardian(s) means that I agree to the Silver Bay Public Library Internet Acceptable Use Policy and Rules of Conduct. Parent & Minor MUST sign this policy **in person** witnessed by a Silver Bay Public Library staff member.

Minor's Signature

Birthdate

Date

As the parent/legal guardian of this child, I have read the Internet Policy. I hereby give my permission for my child to use the computers & Internet through the Silver Bay Public Library.

Parent/Guardian's Signature

Date

ANYONE MISUSING COMPUTERS MUST READ AND SIGN THE SILVER BAY PUBLIC LIBRARY'S ACCEPTABLE USE POLICY. The Library is not responsible for any personal information, transactions, viruses, files, or communications submitted over the Internet, for changes in content of the sources to which it is linked, nor for any online breakdowns by the Internet provider(s). The Silver Bay Public Library affirms the right and responsibility of parents to provide guidance for their own children's use of library materials and resources including electronic resources.