

## INTERNET POLICY

The Library is committed to the effective use of technology to enhance the quality of learning and the efficiency with which the public may access the most current information available. Networking resources represents good public policy by maximizing the use of resources of all types of libraries. In addition to locally selected authoritative electronic resources, the Library offers Internet access, which allows users to connect to networks of resources outside the Library.

Library users may access the Internet via Library-provided computers or via the Library's wireless network via their own devices. Regardless of the method of access, Library users are expected to comply with the guidelines for acceptable use set forth below.

Information and resources on the Internet enhance those already held in the Library, going beyond what is available locally. Unlike most resources in the Library, the Internet is an interactive medium, which is being changed constantly. With the exception of the Library's website, all of the information found on the Internet has been generated outside the Library. No institution or organization has control over these resources, nor complete knowledge of what is on the Internet. While the Internet can be used for a variety of purposes, the Library actively supports only those functions that relate to its missions and services.

The Library encourages patrons to carefully evaluate the information available via the Internet. While there are dependable and useful sources, other information on the Internet may be inaccurate, illegal, or considered offensive or controversial by some viewers. Library staff members are available to assist users in making judgments about the reliability or currency of certain types of information and sources, but cannot provide definitive analyses of particular sources.

The Library is not responsible for any direct or indirect damages that may arise in connection with a patron's use of the Internet.

Internet content is protected by the First Amendment which guarantees the freedom of speech. Library patrons have certain rights with respect to use of electronic information networks such as the Internet. The Library will work with other libraries in the Illinois Library and Information Network to preserve and protect these rights, subject to limitations imposed by licensing and payment agreements with database providers.

- Library patrons have the right to confidentiality and privacy in the use of electronic information networks to the extent possible given certain constraints, such as proximity of other patrons and staff in public access settings.
- Library patrons have the right to equitable access to electronic information networks.

Parents are encouraged to monitor and supervise their children's use of the Internet and to discuss with their children issues of appropriate use and network safety. As with all materials, Library staff will help patrons locate sources of useful information, as well as recommend age appropriate materials for children.

The Library requires patrons using electronic information networks such as the Internet to do so within the guidelines of acceptable use. The following activities are unacceptable:

- use of electronic information networks for any purpose that results in the harassment of other users
- destruction of, or damage to, or unauthorized alteration of the library's computer equipment, software or network security procedures
- use of electronic information networks in any way that violates a Federal or State law
- use of electronic information networks in any way that violates licensing and payment agreements between the Glencoe Public Library and network/database providers
- unauthorized duplication of copy protected software or violation of software license agreements
- violation of security system
- violation of the privacy of another user or library patron
- behavior that is disruptive to other users
- disregarding time limits established to facilitate equitable use of library equipment

Library staff may provide assistance to patrons in the use of electronic information networks as time and staff knowledge permit. Printed reference tools are available for patrons. Individualized instruction in using electronic resources is available upon request as time permits.

Adopted by the Glencoe Public Library Board of Trustees, October 17, 2007