

APPENDIX #11

INTERNET ACCEPTABLE USE POLICY

The Glendive Public Library is committed to providing equal access to informational, educational, recreational and cultural resources for library patrons of all ages and backgrounds. Libraries are a traditional forum for the open exchange of information. Providing access to information available on the Internet does not constitute endorsement of the content by the library. The Glendive Public Library expressly disclaims any liability or responsibility arising from access to or use of information obtained through the Internet.

Internet computers will not be used by anyone, including minors, for illegal activity or to access illegal materials. Library employees are authorized to take prompt and appropriate actions to enforce the Libraries' Code of Patron Conduct, and/or prohibit use by persons who fail to comply with the Internet Acceptable Use Policy as stated or implied herein. Parents are responsible for their children's use of the library's resources and facilities. Parents who believe that their children cannot responsibly use the Library's Internet access are requested to monitor their children's Internet use.

Currently, the American Library Association does not endorse using Internet filters in libraries because they block access to information that is legal and useful, and because filters cannot distinguish between protected and unprotected speech. Filters are not installed on any computers at Glendive Public Library.

Rules of Conduct

1. Internet computers will not be used for illegal activity or to access illegal materials.
2. Users will not use the library's devices or Internet to harass other individuals.
3. Users will not use the library's devices or Internet to libel or slander others.
4. Installation, downloading, or modification of software is prohibited.
5. Users will respect copyright laws and licensing agreements.
6. Users will not make any attempt to gain unauthorized access to restricted files or networks, or to damage or modify computer equipment or software.
7. Users will not disrupt or monitor electronic communications, including excessive use of the library's Internet capacity.

GLENDIVE PUBLIC LIBRARY

8. Prompt payment is required by users who incur charges for printing or other authorized fees. Black and white copies are ten cents (\$.10) each. Color copies are one dollar (\$1.00) each.
9. Users must sign up to use the Internet on a first-come, first-served basis. There are no advance sign ups. Internet use is limited to one hour per day before 3:00 PM, and a half hour proceeding 3:00 PM. On Saturdays, Internet use is limited to a half of an hour. These policies are self-monitored by the users. There may be a two-week suspension for exceeding an hour of computer use.
10. Users will respect the privacy of other users, and will refrain from attempting to view or read material being used by others. The Glendive Public Library Confidentiality Policy prohibits unauthorized disclosure, use, or dissemination of personal information regarding Library users, including minors.
11. By mutual agreement, two persons may share one access session as long as their behavior or conversation does not disturb other users or Library staff.

Termination or Prohibition of User Access When library employees believe that the user has failed to comply with the Internet Acceptable Use Policy and/or the Rules of Conduct, they are authorized to terminate any user’s access session or to prohibit a user from subsequent access sessions for up to a month from the date of informing the user of that action. After a hearing before the library’s administrative authority, a library patron may be permanently barred from Internet access from the library. Internet users whose access session has been terminated or prohibited will be given information concerning the process to protest the action and/or request that Internet privileges be reinstated.

The Glendive Public Library reserves the right to modify this policy at any time.

Chairman, Board of Trustees

Date

Library Director

Date

APPENDIX #12

WIRELESS INTERNET POLICY

The Glendive Public Library is a Wi-Fi “Hot Spot!” Patrons may now bring their own laptops and/or electronic devices and get high-speed access to the Internet from anywhere in the library.

- Wireless users agree to abide by the Library’s Internet Acceptable Use Policy, which prohibits abusive or illegal activity while using the Library’s Internet service. Library employees are authorized to take prompt and appropriate actions to enforce the Library’s Code of Patron Conduct, and/or prohibit use by persons who fail to comply with the Internet Acceptable Use Policy as stated or implied.
- Patrons bring their own wireless-enabled laptop computer or other wireless devices to the library. The library does not check out wireless cards or Personal Digital Assistant (PDA).
- Your personal information is not protected while using wireless, UNLESS you are connected to a web page that employs encryption.
- Users are responsible for knowing how to configure their own equipment. Check your manual if your device is not configuring appropriately. Everyone’s electronic device is different; the Library staff is not able to know the requirements for all devices’ configurations.
- The library is not liable for any damages that occur on your wireless device. The library is not responsible for any changes you make to your device settings.
- Users may not plug equipment into the library’s computer network.

Glendive Public Library reserves the right to modify this policy at any time.

The library is not responsible for any changes you make to your wireless device settings and cannot guarantee your hardware will work with our wireless connection.

Please note that the library staff cannot assist you with your laptop, PDA, card, or configuration. The Library cannot accept the liability of handling your equipment. The Library shall not be responsible for any loss of data or damage to personal equipment.

Chairman, Board of Trustees

Date

Library Director

Date