

GALESBURG PUBLIC LIBRARY  
INTERNET AND PUBLIC COMPUTER POLICY

[This policy is agreed to online by those using the library's public internet computers.]

General Internet Use and Restrictions:

- I agree to use the Internet at the Galesburg Public Library with the understanding that I am responsible for appropriate use of the Internet and the computer itself. I realize that I am responsible for any damage that may occur while I am using library equipment.
- The Galesburg Public Library assumes no responsibility for any damage, direct or indirect, that users or anyone else may suffer through the library's access to the Internet. All public Internet users at GPL agree to hold the library harmless from any claims, losses, damages and obligations related to:
  1. Infringement of U.S. Copyright Law governing the reproduction, distribution, adaptation, public performance and public display of copyrighted material.
  2. The use and/or accuracy of information obtained from the library's electronic information system.
  3. Damage to non-library software or hardware.
- It is the library's policy to comply with the requirements of the Children's Internet Protection Act (CIPA) and the June 23, 2003 United States Supreme Court decision relating to it. In doing so, the library understands that the required technology protection measure may not be fully effective in blocking intended sites and may inadvertently block unintended sites.
- Internet computers may **not** be used for gambling, pornography, harassment or illegal activities. Galesburg Public Library staff monitor access and may deny Internet and library privileges to anyone who does not follow the policies stated in this document.
- Parents and guardians should be aware that the library cannot assure their children's safety and security when they use the library's computers; cannot protect against their children's unauthorized access, including unlawful online activities; and cannot protect against unauthorized disclosure, use and dissemination of personal identification information regarding their children if their children provide it while using the Internet.

Customer Responsibilities:

Internet workstations are located in public areas shared by people of all ages and backgrounds. Internet users are expected to show consideration for others when viewing online information and to respect the privacy of all other library users.

- Computers may only be used for legal purposes.
- Patrons may not:
  1. View, print, distribute, display, send or receive images, text or graphics of inappropriate materials or material that violates laws relating to child pornography. Library staff determine what is inappropriate.
  2. Disseminate, exhibit, or display to minors materials that are harmful to minors.
  3. Use an Internet workstation to transmit threatening or harassing material.
  4. Engage in any activity that is deliberately offensive or creates an intimidating or hostile environment.
  5. Violate copyright or software licensing agreements.
  6. Gain unauthorized access to any computing, information or communications devices or resources.
  7. Damage, alter, or degrade computer equipment, peripherals, software, or configurations.
  8. Eat while using library equipment.
  9. Behave in a manner that is disruptive to other users, including but not limited to overuse of computer equipment that serves to deny access to other users.
- Patrons may be asked to close a video or website if ads inappropriate to a library setting are displayed.

### Public Internet Computer Usage:

- All Internet users must read and agree to the Internet policy before using the Internet.
- RSA library cardholders may use their cards to log into the library's public Internet computers for 90 minutes a day.
- RSA library cardholders with outstanding fines or blocks on their library cards must make a payment to use the library's Internet computers for more than 15 minutes per day.
- Anyone without a library card or with a library card that is blocked may use the library's public Internet computers once a day for 15 minutes by giving their name to Reference staff.
- Anyone without a library card may use the library's public Internet computers once a day for 90 minutes by showing a valid ID to Reference staff.
- Library cards are not transferable.
- Users must use their own library cards.
- Internet users 14 years of age and under must use the Internet computers in the children's room, unless they are with an adult or in high school and can present a high school ID to Reference staff.
- Parents of users ages 8 and below must accompany the child **at all times** during Internet use.
- Anyone may use the library's wireless service by requesting a monthly password at a library service desk.

### Staff Assistance:

- Library staff can provide limited computer assistance. Library staff cannot sit with a computer user for an extended period providing detailed instruction. For privacy and security reasons, library staff cannot complete forms and applications for patrons.
- Instructional books on computer use are available in the library's collection.

### Limits:

- There is a 90 minute limit per person per day. Exceptions for online tests, online classes, and other specific uses are at the discretion of library staff. Computers are on a first come, first served basis.
- There is a limit of two patrons at a computer terminal at one time.

### Printing and Downloading:

- There is a per page charge for printing. See Reference staff for current rates.
- The patron is responsible for **all** pages printed.
- The library is not responsible for any loss or damage to patron hardware.

### BREACH OF POLICY

The Galesburg Public Library reserves the rights to limit or ban any patron from using the library computers and internet service. Violation of any aspect of this policy may result in the loss of library privileges.

Internet Policy  
Adopted June 5, 1997  
Galesburg Public Library  
Board of Trustees

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