

**POLICY TITLE: INTERNET POLICY**

**PURPOSE: Lincoln City Libraries fosters the power of reading and provides open access to all forms of information to enrich people's lives every day.**

The Library supports the entitlement of each individual to have access to lawfully available sites on the Internet and the right of individuals to make information decisions for themselves.

Provision of access to the Internet is consistent with the Library's mission to provide open access to all forms of information.

Lincoln City Libraries has a tradition of providing a safe and welcoming environment. In order to provide a positive Internet experience, the Library will provide computers with Internet access that is equipped with filtering technology. Clearly marked computers equipped with filtering technology will be available at all library branches along with clearly marked unfiltered computers.

Filtering technology is imperfect. Filtered computers may allow access to disturbing or offensive material. The filtering software will also, at times, block access to Internet sites that the vast majority of users will regard as inoffensive. Library staff has reviewed filtering software currently available and has chosen what we believe to be the software that will best serve our patrons based upon a number of considerations, including quality and dependability.

#### **IMPLEMENTATION:**

##### **Responsibilities of library staff with respect to computer use and internet access:**

The Library staff provides assistance to all patrons seeking information on the Internet pursuant to this policy. The Library also helps children and their caretakers make informed decisions with regard to its wide array of materials.

Library staff will monitor Internet use sessions in order to ensure equal opportunity of access for all patrons; however, the Library assumes no responsibility for supervising any particular minor's<sup>1</sup> Internet use. Such responsibility remains with the parents/guardians.

##### **Responsibilities of library patrons with respect to computer use and internet access:**

Library patrons are encouraged to use and enjoy the Library's computers and access to the Internet for lawful purposes and in a manner consistent with the rules and regulations of the Library. Failure to obey the law and abide by the rules and regulations of the Library may result in a patron's computer and Internet access being terminated, exclusion from Lincoln City Libraries, and/or referral to appropriate law enforcement agencies. The following are deemed unacceptable uses of the Library's computers and Internet access:

**1. Usage of the computer and/or Internet so as to violate the law.** Library patrons are forbidden from using the Library's resources, including its computers and Internet access so as to violate the law, including but not limited to: transmitting messages in violation of the law such as by disturbing the peace of another person or issuing terroristic threats; offering for sale or use any

*<sup>1</sup>For purposes of this policy, "minor" shall mean an unmarried person under the age of nineteen. Please note that local, state, and federal law may define "minor" in a different way in different contexts. This policy does not supercede any law and users are expected to know and obey the law in all respects while in Lincoln City Libraries.*

substance the possession of which is prohibited by law; viewing, transmitting or downloading obscenity, material including child pornography, or materials that encourage others to violate the law; gambling or transmitting or downloading gambling paraphernalia or devices for the purpose of gambling or encouraging or assisting others in gambling; downloading or transmitting confidential, trade secret information, or copyrighted materials.

**2. Usage of the computer and/or Internet so as to cause harm to others or damage the property of others.** Engaging in defamation; uploading or transmitting a worm, virus, "Trojan horse," "time bomb" or other harmful form of programming or vandalism; participating in "hacking" activities or any form of unauthorized access to computers, networks, or information systems.

**3. Usage of the computer and/or Internet so as to jeopardize the security of access of the computer network or other networks on the Internet or elsewhere.** Impersonating another user; using one's own software programs on the library's computers; altering the Library's computer settings; damaging or modifying computer equipment software.

**4. Usage of the computer and/or Internet so as to compromise the safety and security of others.** Adult patrons are not to arrange a face-to-face meeting with a minor the adult patron has "met" on the computer network or Internet.

Minors are not to give others private information about one's self or others, including home address, telephone number, credit card numbers, social security numbers and other information which may enable a stranger to trace the minor. Minors are not to arrange a face-to-face meeting with someone the minor has "met" on the Internet. Minors are to exercise caution when communicating on the Internet, including the use of chat rooms and e-mail. Parents are encouraged to review Internet safety measures with their children and to supervise their minor children during use of the Library's computers and while accessing the Internet.

**5. Usage of the computer and/or Internet so as to provide access by a minor to material which is inappropriate for a minor.** Pursuant to federal law, the Library Board of the City of Lincoln has determined that "matter which is inappropriate for minors" is any picture, image, graphic image file, or other visual depiction that is obscene, includes child pornography, or (a) taken as a whole and with respect to minors, appeals to the prurient interest in nudity, sex, or excretion; (b) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or lewd exhibition of the genitals; and (c) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Minors are not to use the Library's computers to access matter which is inappropriate for minors or to provide or encourage access by other minors to matter which is inappropriate for minors. Parents and guardians are responsible for the information selected and/or accessed by their children.

**6. Minor Child Use Agreement.** Minor children may use unfiltered computers at the Library as long as the Library has received a Minor Child Use Agreement signed by their parent or guardian. Written permission, once submitted to the Library, shall be accepted by the Library until it is rescinded by the parent or guardian in writing.

**CONFIDENTIALITY:**

In general, the Library will treat information displayed on its computers and/or printers as confidential. Requests for disclosure of information will be honored when required by local, state, or federal law or when required by Library policy.

Users should be aware that the Internet is not a secure medium and that third parties may be able to obtain information about users' activities.

All Lincoln City Libraries computer systems are subject to monitoring to assure proper functioning of the systems, to provide security for the computer system's operation and information contained, to prevent unauthorized use, and to deter and investigate violations of law. There is no reasonable expectation of privacy in the use of computer systems.

**Adopted by Library Board: August 27, 2002**  
**Reviewed by Law Department: February 2020**  
**Revised by Library Board: February 18, 2020**