



Electronic Information Network Policy

INTERNET ACCESS POLICY

Libraries make it possible for citizens to have access to the information they need to make informed decisions. As a member of the Illinois Library and Information Network (ILLINET), Carbondale Public Library is committed to networking. This represents good public policy by maximizing use of the resources of all types of libraries. Every library user benefits from expanded access to information beyond the four walls of a single library building.

Carbondale Public Library and other ILLINET libraries use electronic information networks such as the Internet for a variety of purposes:

Access to shared automation systems that provide bibliographic access to the collections of local, regional, state, national and international libraries.

Access to both the general and specialized shared or licensed databases available to ILLINET member libraries through regional and statewide cooperative programs.

Access to the wealth of information resources available via the Internet.

RELATIONSHIP TO OTHER LIBRARY POLICIES

Carbondale Public Library's policy for access to electronic information networks is part of the library's overall policy structure and should be interpreted in conjunction with other existing policies. Copies of all library policies are available upon request from a library staff member.

"GLOBAL" VERSUS "LOCAL" RESOURCES

Most resources available via the Internet and other electronic information networks are "global" resources rather than "local" resources. Carbondale Public Library does not and cannot control the information content available through global resources via the Internet. Internet resources enhance and supplement resources available locally within a library. Library users must be aware that Carbondale Public Library does not exercise control over information obtained via the Internet and must keep in mind the following points when evaluating information obtained via the Internet:

- Information obtained via the Internet may not be obtained from a reliable source.
- Information obtained via the Internet may not be current or accurate.
- Links to information on the Internet may not always be valid.
- Particular information sites on the Internet may sometimes be unavailable and this unavailability often occurs unpredictably.
- Certain information obtained via the Internet may be considered controversial by some library patrons.

Carbondale Public Library urges library patrons to be informed consumers and carefully evaluate information obtained via the Internet. Library staff may be available to assist patrons in making judgments about the reliability or currency of certain types of Internet information sources, but are unable to provide definitive analysis of particular sources due to the extremely large variety and volume of information available via the Internet.

Carbondale Public Library is not liable for damages, indirect or direct, arising from a library patron's use of Internet information resources.

LIBRARY PATRONS' RIGHTS TO ELECTRONIC INFORMATION ACCESS

Library patrons have certain rights with respect to use of electronic information networks such as the Internet. Carbondale Public 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.

Library patrons have the right to request and to read all library service policies and to discuss questions with appropriate library staff.

PATRON ASSISTANCE AND INSTRUCTION

Carbondale Public Library's staff may provide assistance to patrons in the use of electronic information networks as time and staff knowledge permit. Printed and online documentation and instructions may be available at or near points of service. Formal instruction in particular aspects of electronic information network use may be available.

USE OF EQUIPMENT AND NETWORKS

Carbondale Public Library requires that library patrons using electronic information networks such as the Internet do so within the guidelines of acceptable use. The following activities are prohibited:

- Use of electronic information networks for any purpose that results in the harassment of other users.
- Destruction of, 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, state or local law, including all copyright laws.
- Use of electronic information networks in any way that violates licensing and payment agreements between Carbondale Public Library and network/database providers.

- Unauthorized duplication of copy-protected software or violation of software license agreements.
- Violation of system security.
- Behavior that is disruptive to other users, including but not limited to overuse of computer equipment that serves to deny access to other users.

INTERNET SAFETY FOR MINORS (UNDER AGE 18)

Carbondale Public Library supports the right of all library users to access information and will not deny access to electronic information networks based solely on age. Measures designed to restrict minors' access to materials harmful to minors are addressed through parental supervision and electronic filtering. The Carbondale Public Library is compliant with the Children's Internet Protection Act (CIPA). Ultimately, the library reserves the authority to determine what matter is inappropriate for minors.

Carbondale Public Library recognizes that electronic information networks such as the Internet may contain material inappropriate for minors. To ensure the safety and security of minors when using the Internet, email, chat rooms, and other forms of direct electronic communications, parents/guardians are expected to monitor and supervise their minors' use of the Internet and other electronic resources. The library staff is unable to monitor minors' use of electronic resources and cannot judge the suitability of library material for any individual. Because of the diverse family values within this community, we encourage parents/guardians to assist their minor in choosing library resources they consider appropriate to their own family values, as well as to the maturity and development of their minor. Parents/guardians are encouraged to discuss with minors issues of appropriate use and electronic information network safety.

Minors are expected to abide by all library policies. Unauthorized access including "hacking" and other unlawful activities by minors or adults is prohibited. Unauthorized disclosure, use, dissemination of personal information regarding minors is prohibited.

FILTERS

Carbondale Public Library has installed a filter on all Internet access terminals and wi-fi networks. A filtering device gives the library the flexibility to select Internet content using the same criteria applied as collection development guidelines for other materials. The library's filtering devices protect against access by adults and minors to visual depictions that are obscene, child pornography, or – with respect to the use of computers with Internet access by minors – "harmful to minors." Filtering devices do not replace the need for parents/guardians to supervise minors' access to the Internet.

ADDITIONAL LIBRARY POLICIES AND PROCEDURES RELATING TO ELECTRONIC NETWORKS

Carbondale Public Library has procedures to assist staff and patrons in the use of electronic information resources. These include but are not limited to:

- Time limits for access to allow use of resources by the maximum number of library patrons.
- Cost recovery for using the library's computer equipment and/or supplies (i.e. printer paper and ink).
- Priority usage for accessing the library's online catalog.
- Specific instructions for downloading including compliance with virus protection measures.
- An online registration and use agreement form must be completed prior to usage.

SOCIAL NETWORKING

The library uses various social media to inform and/or engage its public. While the library encourages comments from the community, the library will remove comments, posts, links, photos, or other content for any reason, including but not limited to harassment and personal attacks, derogatory or defamatory comments, vulgar or profane language, commercial promotion, improper use of copyrighted material, or other inappropriate content.

BREACH OF POLICY

Violation of any aspect of these policies or procedures may result in the loss of library privileges.

This policy is a modified version of the document adopted by Illinois State Library Advisory Committee May 23, 1996.

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