

Hazeltine Public Library 891 Busti Sugargrove Road Jamestown, NY 14701	COMPUTER, INTERNET, AND SOCIAL MEDIA POLICY	Date: 03-19-2024 Page 1 of 3
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The Hazeltine Public Library provides computers and Internet access in support of the Library's mission to provide services emphasizing general information and information literacy. The Library's Internet access is intended primarily as an informational and educational resource. As a recipient of federal funds through the government's E-Rate program, the Library's computers are filtered in accordance with the Children's Internet Protection Act (CIPA). CIPA Link: <https://www.law.cornell.edu/cfr/text/47/54.520>. The Library cannot guarantee that the filtering software will work 100% of the time nor that it will deny access to sites that parents may find objectionable.

The Hazeltine Public Library does not serve in the role of a parent or guardian. Library staff cannot act in the place of parents in providing constant care and supervision of children as they explore the Internet. As with private usage of all other library materials, monitoring a child's access to the Internet is the responsibility of the parent or guardian.

Patrons using the computers are expected to follow all local, state, or federal ordinances, regulations, or laws. Included in this list are the policies of the Library and the Children's Internet Protection Act (CIPA), which bans the display, printing, sending, or dissemination of obscene or pornographic material. Users engaged in illegal activities involving Library computers may be subject to prosecution.

The Library assumes no responsibility for any damages, direct or indirect, or loss of privacy, arising from use of its Internet and computer workstations. The Library is also not responsible for any loss or liability that may occur as a result of the disclosure of financial or other personal information over the Library's public computer services, including the Internet and electronic mail use. Users should be aware that use of public computers is not a private or secure medium, and that third parties may be able to obtain information regarding the user's activities.

SOCIAL MEDIA:

The purpose of the Hazeltine Public Library's Social Media policy is to ensure the effective promotion of Library services, resources, and events to the public, and to ensure a high standard of customer service on social media.

Public Comments and Posts: Comments, posts, and messages are allowed on the Library's social media platform if they conform to this social media policy. The Library reserves the right to remove or edit submissions or comments at any time.

Speech that is not protected by the First Amendment is considered unacceptable behavior and may result in the removal of a post or the temporary blocking of the user.

Disclaimer: Comments expressed on any of the Library's social media platforms do not reflect the views or positions of the Library, its officers, or its employees. Social media users should exercise their own judgment about the quality and accuracy of any information presented through social media.

Privacy: The Library may occasionally refer to public comments made on social media. However, it will not collect, sell, or knowingly transfer to any third party any personally identifiable information related to social media engagement with the Library. Please be advised each social media platform has its own privacy policies, which should be carefully reviewed.

WIRELESS ACCESS:

The Hazeltine Library provides free wireless access. Use of the Library's wireless network requires that you agree to this usage policy.

- The Library's wireless network is open and non-secure.
- The Library is not responsible for any damage to personal equipment, software, or data that may occur as a result of using the Library's wireless network. It is highly recommended that you use an updated antivirus and firewall software when accessing any wireless network.
- Response speed, bandwidth, the ability to connect to the wireless Internet network, and continuity of connection are not guaranteed. Wireless users may experience loss of signal from time to time and the Library cannot take responsibility for loss of data. Frequent backup of important files is recommended.
- You must have your own wireless device with wifi capability. Patrons may not connect their own equipment to the Library's computer.
- The Library cannot guarantee the security of equipment owned by Library patrons and is not responsible for the theft or damage of personal laptop computers and other devices. NEVER LEAVE YOUR EQUIPMENT UNATTENDED.
- Patrons may connect their wireless devices to any available electrical power outlet, provided the cords do not create a hazard. Patrons may NOT unplug Library equipment, move furniture, or block exits or aisles.
- Headphones must be used in the library when using devices with sound.

NOTE: The Library reserves the right to prohibit anyone from accessing the wireless network if that person is violating any of the policies or guidelines of the Library.

Library regulations:

- 1.) The Internet and computer workstations are available on a first-come, first-served basis and must be used within the confines of currently installed software and hardware.
- 2.) All users must agree to this Computer, Internet, and Social Media Policy.
- 3.) Food and drink are not allowed near the Library computers.
- 4.) The Library staff has the authority to remove those who do not follow the laws/policies. Violations of procedures may result in loss of any Library privileges up to a permanent banning from the Library. Patrons will also be required to make restitution of any damages to any computer components, hardware, and/or software.
- 5.) Staff may provide LIMITED assistance, as knowledge and time allow. Staff take no responsibility in assisting patrons on any site.
- 6.) Patrons are responsible for all items printed from the computer they use during their scheduled time.

The Library reserves the right to modify these policies at any time.

History of Reviews/Revisions

Date	Reviewed/Revised
11-01-2016	Adopted
10-23-2018	Revised
03-19-2024	Revised