

North Chicago Public Library  
2100 Argonne Drive  
North Chicago, IL 60064

Board of Trustees

Policy #007

## **Computers and Internet Policy**

Adopted January 17<sup>th</sup>, 2012

Revised: November 20<sup>th</sup>, 2013

Revised: October 4<sup>th</sup>, 2018

### **Purpose:**

The North Chicago Public Library serves an increasingly diverse population in the City of North Chicago. Our Mission is to provide quality library services and resources to help the people in the City of North Chicago expand their knowledge, make informed decisions, enjoy leisure reading, and enhance their daily lives. This policy does so by providing access to Internet and Computers to its Patrons and Guests.

### **Access to the Internet**

North Chicago Public Library provides access to a broad range of information resources, including those available through the Internet. The Internet is a global electronic network that maintains no regulatory control of its users or content. The North Chicago Public Library has no control over the content of these resources. Users should be aware that not all sources on the Internet provide accurate, complete, current or reliable information. Internet users are responsible for the web sites they access and use the Internet at their own risk. The Library does not guarantee privacy of any Internet sessions, nor is it responsible for the security of information transmitted and received during any Internet sessions. Any injury or damages incurred by users of Library Internet stations or the Library's connection to the Internet are the sole responsibility of the user.

"Patron" are residents of North Chicago and those from our partnering RAILS libraries who have registered their library card with NCPL. All others are considered "Guest" of NCPL. In order to use the North Chicago Public Library computers, Patrons must have a valid library card and/or reciprocal library card registered with the North Chicago Public Library. All Guest, with valid state IDs, will be given 1 guest pass to our 30 min express computers per day. All guest passes may be obtained from the circulation desks upon request.

### **Session Allotment**

- All Patrons are allowed 2 sessions per day.

- Guests, with a Valid State ID, are allowed 1 guess pass per day to use our 30 minute Express Computers.

### **Session Duration**

- **Adult Computers**
  - Adult sessions are 2 hours, with a 1 hour extension upon request.
- **Children Computers**
  - Children sessions are one 1 hour, with a 1 hour extension upon request.
- **Express Computers for Adults and Guests**
  - Express sessions are 30 Minutes.

**Fines over \$5.00** must be paid in full in order to gain access to our computers. If the fines are not paid off they cannot have access to our computers. Patrons can only use library cards issued by NCPL or its partnered RAILS libraries.

Using the library computers is a privilege not a right.

Library staff is trained to offer expert assistance in navigating the Internet and in evaluating Internet resources. Users are encouraged to ask staff for recommendations and guidance on finding and using authoritative websites.

As with all materials in the Library, restriction of a child's access to the Internet is the responsibility of the parent or guardian; the Library does not act in place of the parent. Parents and guardians assume full and complete responsibility for their child/children's use of the Internet through the Library's connections. Users are encouraged to ask staff for information and advice regarding resources for children's Internet use.

The Library provides wireless access to users. (*See Wi-Fi Policy #006*)

The Library reserves the right to monitor Internet use to ensure compliance with all Library policies and may terminate any Internet session if it is believed that a patron is in violation of such policies.

### **Unacceptable uses of the library's telecommunications technologies include:**

- A. Violating any federal, state, or local law or ordinance that in any way involved contact with or use of the Library's telecommunications technologies.
- B. Transmitting or receiving obscenity to or from any email account, website, newsgroup, mailing list, or similar forum.
- C. Accessing, viewing, downloading, storing or printing files, graphics or messages (including still or moving pictures) or sound files which are obscene or constitute "Objectionable Material" as defined in this policy and/or Section 11-21 of the Illinois Criminal code or transmitting such materials or any forum or recipient where the said materials are accessible by others.

- D. Harassment by computer, which includes transmitting any material which is threatening to another person, with the intent to coerce, intimidate, or harass any person or threaten any illegal or immoral act, whether or not such material is transmitted to that third person.
- E. Copying proprietary information, including software, in violation of applicable law, including in violation of any applicable copyright, trademark or other intellectual property right.
- F. Knowingly or negligently transmitting computer viruses onto the library's computer system, or to any other person's or entity's computer system.
- G. Deliberately trying to degrade or disrupt system performance, commonly known as denial of service attack (such acts may also be viewed as criminal activity under applicable state or federal law).
- H. Hacking into any computer system.
- I. Printing is available to patrons that use the computers. A fee of \$0.15 per page printed will be applied. Price may change without notice.

### **Penalty**

In addition to other sanctions described elsewhere in this Policy, patrons who make illegal or unacceptable uses of the Library's telecommunications technologies may be banned from using the library's computer, networks and Internet resources and other discipline actions may be taken. (*See Behavior Policy #002*)

Illegal acts involving Library computer stations and Internet use may also be subject to prosecution by local, state, or federal authorities. Indication or evidence of possible illegal activity may be reported to law enforcement authorities by the Library Director such communication may also be used as evidence in any criminal investigation and/or prosecutions.

The Library will never share, sell or rent individual personal information it gathers in the course of business, except: 1) for the purpose of recovering overdue items and fines; 2) as ordered by a court of competent jurisdiction; 3) pursuant to law enforcement directive as required by the Illinois Library Records Confidentiality Act (75 ILCS 70/1); or 4) as ordered by subpoena under the USA PATRIOT Act (P.L. 107-56).