

COMPUTER USE & INTERNET ACCEPTABLE USE POLICY

1. PURPOSE.

This policy provides guidelines regarding Saratoga Springs Public Library (“Library”) computer and internet use and to meet the requirements of Utah Code § 9-7-215 and 216, Utah Administrative Code R458-2, and 47 U.S. Code § 254.

This policy is a part of the terms and conditions to use public computers and Wi-Fi network and is readily available to the public on our website. The Library will review this policy at least every three years. A copy of the new policy will be sent to the Utah State Library Division as required by Utah Administrative Rule R458-2. Please contact the Library Director or Board with any questions concerning this policy or its enforcement.

2. COMPUTER ACCESS.

- a. Adults. An adult may access a Library computer by (1) making a reservation or logging into a public computer with their library card (2) presenting their library card to Library staff allowing them to make a reservation for a computer or (3) becoming an authorized day guest by agreeing to the policy when logging into the computer.
- b. Minors. A minor (a patron under the age of 18) may access a Library computer if: (1) they have made a reservation or logged into a public computer with their library card (2) presenting their Library card to Library staff allowing them to make a reservation for a computer or (3) by becoming an authorized day guest and the minor or guardian agreeing to the computer use and internet safety policy when logging into the computer.
- c. Parental Monitoring. A parent or legal guardian is solely responsible for monitoring computer and internet access of their minor children.

3. PRINTING.

Printing is available from public computers. The cost to print is \$0.10 per page (black ink) or \$0.25 per page (color ink). Customers must pay for their prints before prints can be collected.

4. WI-FI USE.

Free wireless connection is governed by this policy and is available during normal business hours for customers with personal wireless devices. Connectivity is not guaranteed and Library staff cannot provide technical assistance.

5. PUBLIC COMPUTER USE EXPECTATIONS AND REGULATIONS.

- a. Library staff will assist customers using public computers as time or other demands allow.
- b. Library computer time limits have been established to ensure fair and equitable access for all customers.
- c. The Library does not guarantee the availability or reliability of computer or internet service.
- d. The Library does not guarantee security of personal information on Library computers or over internet connections, either direct or wireless. Customers entering personal information (e.g. credit card numbers, Social Security numbers, etc.) do so at their own risk.
- e. Customers use Library computers and internet at their own risk. The Library is not responsible for damage to or loss of any customer’s data, data storage device, or personal electronic device, or for any other damage that may occur from use of the Library computers or internet, or malfunctioning Library hardware, software, or infrastructure.

6. INTERNET ACCEPTABLE USE POLICY.

- a. The Library has an internet acceptable use policy for all customers, including minors, which restricts access to specific internet materials as set forth in Utah Code § 9-7-215(2).
- b. For this purpose, the Library uses filtering software on each Library computer and any other devices that connect to the Library's network. Filtering software is designed to filter out the materials described in Utah Code § 9-7-215(2).
- c. An authorized Library staff may disable filtering software from a Library computer at the request of an adult customer. Such software may be disabled for research or other lawful purposes if the adult customer can clearly demonstrate that the filtering software has blocked access to materials that are not obscene, child pornography, or harmful to minors as defined in Utah Code § 9-7-215(1). If a customer believes that a decision to not remove the filter was made in error, they may appeal the decision as described in Section 8(c).
- d. This internet acceptable use policy will be enforced by Library staff in an effort to provide safety during any use of a computer by or around a minor.

7. CUSTOMER AGREEMENT.

By using a Library computer, each customer agrees that:

- a. Customers shall release, waive and hold harmless the Library and City of Saratoga Springs from all claims, liability, or damages incurred by Library computer, internet, or network use.
- b. Customers of Library computer and internet services agree they shall not: (i) access material that is "child pornography," "harmful to minors," or "obscene" in accordance in Utah Code § 9-7-215 and Utah Code § 76-10-1201, as amended, as well as the respective definitions in Utah Code § 76-5b-103; Utah Code § 76-10-1201; and 20 U.S.C. § 9101; (ii) use any online gambling site prohibited by Utah Code § 76-10-1101 *et seq.*; (iii) use a Library computer, device, network, or internet to engage in illegal activities; (iv) engage in any activity intended to compromise system security or the security of other computers and network systems, interfere with the proper operation of equipment, or compromise the privacy or obstruct the work of other customers; (v) install programs; change or reconfigure system, software, or hardware configurations; upload or download software from the internet or unauthorized technical equipment on any Library device.

8. POLICY ENFORCEMENT.

- a. Consequences of violating Library policies include, but are not limited to: (i) verbal warning from Library staff; (ii) termination of a computer session; (iii) expulsion from the Library; (iv) suspension of Library privileges, including computer or building access; or (v) revocation of Library card.
- b. All criminal activities will be referred to local, state, or federal law enforcement agencies, and may be subject to law enforcement agency intervention.
- c. Appeal Rights. The Library Director may consider appeals regarding (i) the suspension or revocation of access to the Library and (ii) the decision of Library staff to not remove internet filtering as described in Section 6(c) of this Policy. Customers should make their appeal to the Library Director within five days of the disputed action. Any person may appeal the Library Director's decision to the Library Board within fourteen days of receiving a decision. The appeal will be heard at the next regularly scheduled Library Board meeting. The Director's decision shall stand until the Library Board issues a decision. Failure to appeal within the proscribed times constitutes a waiver of appeal rights.

Adopted: April 23, 2013

Reviewed by Library Board: March 8, 2022

Saratoga Springs Public Library

Last Updated February 9, 2022