Computer, Wireless Network & Internet Acceptable Use Policy

To fulfill its mission of providing access to information that inspires curiosity and leads to new learning experiences for patrons of all ages, Red Hook Public Library provides access to the Internet and to personal computers with a variety of software.

Computer Use

Access to the library's public computers is gained via a Mid-Hudson Library System card. For visitors or those who do not wish to obtain a card, a guest pass with one time access code will be provided by desk staff.

Red Hook Public Library provides WiFi for the use of its patrons. It follows the best practices as determined by Mid-Hudson Library System, requiring all wireless networks to be encrypted. The library's wireless system demands a password for use. Patrons may request the password at the Circulation Desk.

SAM (Smart Access Manager) allows users equal access time consisting of three non-consecutive thirty-minute sessions per day. Back-to-back thirty-minute sessions are permitted if no one is waiting. If all computers are in use, check in at the Circulation Desk to be added to the waiting list for the next available computer.

Patrons must be responsible for their behavior and for any damages that occur due to misuse. Any vandalism, destructive behavior or illegal activities may result in police action as well as suspension of privileges. Parents/guardians will be held responsible for any damage done by children and/or dependents.

Copies made from the computer printer will be prepaid as per our fee schedule, and are non-refundable.

Red Hook Public Library Internet services may be used only for lawful purposes. Use of this service that violates any local, state or federal regulation is prohibited. This includes, but is not limited to, distribution of copyrighted content, computer hacking, and pornography. Computer users will also refrain from any activity that unreasonably interferes with Red Hook Public Library patron/staff comfort, safety, use or quiet and peaceful enjoyment of the library, including but not limited to:

- Harassing or threatening Library users or staff.
- Making any loud or unreasonable noise, or other disturbance, including disruptive use of personal communications or entertainment devices.
- Vandalizing or abusing computer equipment, including tampering with equipment or software.
- Hacking into the computer systems.
- Manipulating Red Hook Public Library computer systems to override established time limits.
- Refusing to leave a computer after being suspended from computers, or continuing to create a disturbance while using Red Hook Public Library equipment.

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- Viewing of any illegal, offensive, or harmful matter, including but not limited to pornography.

Additionally, Red Hook Public Library has the following expectations of computer users:

- Comply with a Library staff member reasonable request to refrain from or change a disruptive behavior.
- Comply with internet etiquette as stated in this document.
- Refrain from harming Red Hook Public Library computers or systems through the use of viruses or other malicious acts.
- Responsibility for and any restriction of, a child's use of the internet rests solely with the child's parent(s) or legal guardian.
- Just as libraries do not vouch for or endorse the viewpoints of written material in their collections, they do not do so for electronic information. Selection policies that serve to govern the purchase of written materials may not apply to material accessed electronically.
- Library's staff can give basic instruction on how to initiate access to the Internet and do word-processing, but cannot offer detailed personal instruction while working at the circulation desk. Patrons are encouraged to schedule time for computer help as available.

Persons who violate these Rules and Responsibilities may receive a warning from Red Hook Public Library staff and/or an opportunity to cease the violation or leave the Library. Illegal activity, as well as any willful or repeated violations of this policy or other Red Hook Public Library regulations, may result in removal from the facility and/or suspension or termination of Red Hook Public Library privileges. Violation of law may result in arrest and prosecution. In addition, where authorized by Federal, State or local law, violations of this policy may also result in arrest.

Internet Policies & Disclaimer

The internet is a valuable tool. All use of the Internet should lie in accord with the objectives of the Red Hook Public Library to serve as a center for reliable information and to provide opportunity and encouragement for people to continually educate themselves.

Red Hook Public Library does not monitor or control the content of the material accessed through the Internet and cannot be held responsible for its contents.

The Internet and online environment consists of information on a wide range of topics provided by millions of individuals and organizations around the world. Not all information found on the internet is accurate, complete, up-to-date, legal or philosophically acceptable to all individuals. Internet users are responsible for evaluating the accuracy of the material found on the Internet.

Security in an electronic environment such as the internet cannot be guaranteed. All transactions, files and communication are vulnerable to unauthorized access and use, and therefore should not

be considered confidential. Patrons must respect the privacy of others by not attempting to modify or gain access to files, passwords, or data belonging to others.

The Library employs antivirus software, but it cannot warrant that its website, server, or any other Web site accessed by internet users is free of viruses or other harmful components. The library does not and cannot assume liability for damages that result from the use of the internet.

Privacy

Red Hook Public Library champions the protection of personal privacy. It will keep confidential all such information that it purposely or inadvertently collects or maintains to the fullest extent permitted by law, including the USA PATRIOT Act.*

- The Internet is not a secure medium. Email is not necessarily secure against interception.
- The Library does not monitor an individual's use of the Internet. Computer search stations are programmed to delete the history of a user's Internet session once the session is ended. The Computer Booking history is deleted every day.
- Red Hook Public Library strives to offer privacy to computer users. Due to constraints of space, when accessing various internet sites, please be conscious of others in your vicinity, particularly children.
- Red Hook Public Library does not provide information about patrons' library records, use of other library materials, or use of the internet to law enforcement officials without an appropriate court order. However, law enforcement officers may take action on their own if they observe illegal activity in plain view. Internet users are reminded that illegal use of the internet is prohibited by State and Federal laws, and by Red Hook Public Library policy.

*USA PATRIOT Act: (Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act) Sections 214-216 of this Act gives law enforcement agencies expanded authority to obtain library records, monitor electronic communications and prohibits libraries and librarians from informing library users of monitoring or information requests. For more information on the USA PATRIOT Act, please see USA PATRIOT Act Resolution.

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