INTERNET SAFETY AND ACCEPTABLE USE POLICY

Introduction

The mission of McMillan Memorial Library is to enrich individuals, families, and the community by offering intellectual stimulation, information, and enjoyment by providing materials in a wide range of formats including free basic access to electronic resources via the Internet.

The Library's Internet homepage offers links to Internet sites of current and ongoing interest. Information links on the Internet change rapidly and unpredictably, so sites may become unavailable without notice. Because not all sources on the Internet provide accurate, complete, or current information, library users are advised to use information from the Internet at their own risk. The Library does not warrant or guarantee the reliability or truthfulness of information obtained from the Internet.

Personal Responsibility

The Library shall have no liability for direct, indirect, or consequential damages related to use of information accessed via the Internet from Library equipment.

The Internet is an unregulated and rapidly changing medium; it is possible to intentionally or inadvertently find material that is offensive or disturbing to some users. Selected public computers are configured to block access to sites that contain visual depictions and/or information that may reasonably be construed as obscene, child pornography, or materials "harmful to minors" as currently defined by law. Other Library computers may be unfiltered. On either filtered or unfiltered public computers, users may encounter sites they find personally offensive. For this reason, library users must assume responsibility for their own use of the Internet. Parents who are concerned about the contents of the Internet are strongly advised to closely supervise their children's use of this service or to ask the Library to restrict their child to filtered access to the Internet.

Parents may request that their children be denied all access to the Internet at the Library. The Library will enforce the wishes of parents regarding Internet access for minor children under the age of 17.

Acceptable Use Rules

When using Library resources to access the Internet, the following rules shall apply:

1. Users shall observe all Federal, state, and municipal laws and regulations.

2. Users shall observe all policies and procedures of the South Central Library System, LINK, and McMillan Memorial Library regarding this service.

3. The Library reserves the right to terminate a user's session without notice and to limit the amount of time at any one sitting.

4. Internet computers shall not be used for illegal activities, to access illegal materials, or to access materials that may be reasonably construed as obscene. The transmitting and/or receiving of obscene materials and/or child pornography is a crime.

5. Minors, whether or not accompanied by a parent or guardian, shall not use computers for any illegal activity or to access illegal materials, child pornography, obscene materials, or materials "harmful to minors" as defined by Sec. 948.11 of the Wisconsin Statutes.

6. Adults shall not expose minors to materials defined as "harmful to minors" by Sec. 948.11 of the Wisconsin Statutes.

7. Installation, downloading, and modification of software are prohibited. Users shall not make any attempt to gain access to restricted computer files or networks or to damage or modify computer equipment or software.

8. Users shall respect all copyright laws and licensing agreements.

9. Users shall respect the privacy of other users and shall refrain from attempting to view or read material being used by others.

10. Users should exercise extreme caution about revealing any personal identification information (such as name, address, telephone number, email, social security number, age, or credit card number.) Minors should NEVER disclose any personal identification information over the Internet. Information sent via the Internet at the Library is not necessarily secure, and public library computers are neither private nor secure.

11. Parents and/or guardians are responsible for monitoring the use of email and chat rooms by their minor children.

Social Media Use Policy

Definition of Social Media
Social media is defined as any web app, site, or account offered or used by the Library that facilitates the sharing of opinions and information about library-related subjects and issues. Social software includes such formats as blogs, listservs, websites, social network pages, posts to community reviews, and patron rating of library materials.

Policy
McMillan Library offers social media for educational, cultural, civic, and recreational purposes. Social media offered by the Library provides a limited public forum to facilitate the sharing of ideas, opinions, and information about library-related subjects and issues. The Library's use of social media is intended to create a welcoming and inviting online space where library users will find useful and entertaining information and can interact with Library staff and other library users. The Library recognizes and respects differences in opinion, and welcomes comments, posts, and messages.

The Library reserves the right to monitor content before it is posted and to remove messages and postings that it deems, in its sole discretion, to be unlawful, inappropriate, or off topic. Notwithstanding the foregoing, the Library is not obligated to take any such actions, and will not be responsible or liable for content posted by any user in any social media forum.

Rules for Commenting
Protect your privacy. Do not post personally identifying information such as last name, school, age, phone number, or address. Posts containing (but not limited to) the following are against Library Policies and will be deleted before posting or removed by library staff to the extent the Library has the ability to remove the comment:

- Obscene or racist content

- Personal attacks, insults, harassment, or specific and imminent threats

- Potentially libelous statements

- Plagiarized material

- Private, personal information such as comments, photographs, and images published without consent

- Comments unrelated to the content of the forum

- Hyperlinks to material that is not directly related to the discussion

- Commercial promotions or spam

- Organized political activity

- Copyright, trademark, and fair use violations

- Duplicated posts from the same individuals

- Use of the Library's name or logo

By posting content, the user agrees to the Library's Policies. The user recognizes that his/her comments are not the views of the Library and therefore agrees to indemnify the Library and its officers and employees from and against all liabilities, judgments, damages, and costs (including attorney's fees) incurred by any of them which arise out of or are related to the posted content. Parents are responsible for their minor children's use of the Internet.

Consequences of Conduct

Misuse of the Library's computers or any violation of the above rules may result in the loss of computer privileges, loss of library privileges, and/or criminal prosecution.

Approved by the McMillan Memorial Library Board-June 19, 2013