

Highland City Library Internet and Online Access Policy Administrative Procedures

As a result of the Internet and Online Access Policy adopted by the Library Board, these procedures and guidelines are for staff to follow to enforce policy.

These procedures and guidelines are available for public review and will be available at the circulation desk and on the Library website.

Library staff reserves the right to monitor usage of all computers in the Library to ensure compliance with the Internet and Online Access Policy. Library staff will also respond to complaints made by patrons about internet usage.

The Internet and Online Access Policy prohibits access to sites that are harmful to minors, including sites that contain child pornography, obscenity, or violent material.

Obscenity is defined in the US Code Title 20, section 9101(8) as:

- (A) the average person, applying contemporary community standards, would find that such project, when taken as a whole, appeals to the prurient interest;
- (B) such project depicts or describes sexual conduct in a patently offensive way; and
- (C) such project, when taken as a whole, lacks serious literary, artistic, political, or scientific value.

The Library also prohibits access to sites for illegal purposes. This includes, but is not limited to, activities that are prohibited by law (i.e., gambling, terrorism, etc.).

The Library may also prohibit access to internet sites which affect others' use of the Library resources, such as sites which may require large amounts of bandwidth. These will be determined by the Library Director on an individual basis, upon consultation of the city network administrator.

Consequences of violations of this policy include:

- Ask the patron to cease using a particular site.
- Inform the patron their computer session for the day is over.
- Suspend computer and/or Library access.
- Inform the patron they may not use the computer and/or Library until reviewed by the Library Director.
- Report incident to proper authorities.

The consequence will depend on the severity of the situation. Patrons who refuse to comply with these procedures should be asked to leave the Library. Those that refuse may be referred to the police for trespassing.

In enforcing policies, Library staff is NOT enforcing the law. Rather, staff are enforcing Library policies related to the use of electronic resources and the management of the Library as a safe public space, and drawing on state statutes on which the policy was established, rather than arbitrary criteria.

Any incident in which a patron is noted violating policy should be documented and filed with the Library Director.

Patrons who have complaints about this policy, the enforcement of it, or about observed patron behavior should be immediately referred to the Library Director

Approved by the Highland City Library Board April 22, 2019, May 19, 2022