

BAY COUNTY LIBRARY SYSTEM INTERNET SAFETY & COMPUTER USE POLICY

The Bay County Library System provides computers for public use in all of its branches. The Library makes this service available as part of its mission to provide free and open access to information of all types in a wide range of formats for patrons of all ages and backgrounds.

All users shall respect the privacy of other users, including not attempting to censor or comment on what others are viewing. All users are subject to the Library's Rules of Conduct as well as pertinent state, federal and local laws.

Staff will not assist users in the illegal copying, downloading, or streaming of potentially copyrighted material. Staff is prohibited from entering patrons' private or confidential information (even at patron request) such as, but not limited to: Social Security numbers, credit/debit card numbers, bank account numbers, etc.

Users may not:

- Receive or display graphics, sounds, or messages which may reasonably be construed as obscene as defined by law.
- Gain unauthorized access to any network or computer system.
- Consume gratuitously large amounts of system resources or deliberately crash any Library computer system.
- Make any attempt to damage or alter computer equipment or software.

The Bay County Library System is not responsible for any damage, loss of data or liability that may occur through use of the Library's computers.

Computers are available on a first-come, first-served basis. In order to allow all patrons an opportunity to use the equipment, generally a time limit of one-hour per session is enforced when others are waiting to use a computer. Under special circumstances, the Library reserves the right to either reduce or extend the one-hour time limit. The Bay County Library System reserves the right to terminate an Internet session at any time.

The Bay County Library System utilizes computer management software for access and time monitoring. A valid Bay County Library System library card may be used to log onto computers. Persons who do not own a library card may access the computers by requesting a "guest pass." Library staff may require persons who request multiple guest passes to obtain a valid library card.

Refusal to comply with these rules may result in loss of library privileges or other disciplinary action, including being asked to leave the library and/or summoning of law enforcement authorities.

Access by Minors

The Library affirms the right and responsibility of parents and legal guardians to determine and monitor their own children's use of library materials and resources, including their children's use of Library computers to access the Internet.

Filtering

Filtering software will block many specific sites that may be offensive to some users, but may not block all materials that may be offensive to all users. Each computer in the children's area of each branch of the Bay County Library System is filtered. Most computers in the adult areas are also filtered. Patrons who require use of an unfiltered computer should notify Library staff for assignment to a computer with unfiltered Internet access.

In accordance with Michigan Public Act 212, patrons may be required to show picture ID, with date-of-birth information. Minors under the age of 18 will use filtered computers unless under the direct supervision of their parent or legal guardian.