

POLICY ON ACCESS TO ELECTRONIC INFORMATION

The Board of Trustees of the Clive Public Library recognizes that within the community are groups and individuals with diverse interests, backgrounds and needs. The Board further recognizes and emphasizes that the library was established to serve all of the people in its service area.

Electronic information and networking is a very rapidly developing area of public and private activity. These developments pose new opportunities and challenges for the Library Board, the library staff and library users and their families. The Board believes that these challenges and opportunities are best addressed by adherence to fundamental principles of traditional library use and the principles of a free society. The new methods of receiving information do not change the commitment of the Clive Public Library, which was established to provide open and equal access to ideas and information.

RESOURCES

The Clive Public Library utilizes electronic media such as periodical articles on-line, specific databases and the World Wide Web. In providing these resources the Clive Public Library will consider such factors as the availability of electronic material, established selection criteria, user responsiveness, costs, and the effectiveness of the media to meet the information needs of the people and communities of the Clive Public Library service area.

The World Wide Web (Internet) is a global network that already links many millions of computers and databases in universities, colleges, schools, corporations, government agencies, commercial enterprises and homes. The Internet provides communication and information services to patrons in public libraries as well as in their own homes.

ACCESS

Congress and the courts have recognized that there is no single organization to govern, control, or select information for the Internet. Because of this freedom of information, the breadth of information on the Internet, the unstructured and unregulated nature of the Internet, and the unreliable state of filtering, Clive Public Library cannot control the content of resources available on the Internet.

The Clive Public Library will not impose blocking or filtering software to limit access to Internet sites. However, the Library will provide users with the option of using filtered access to the Internet. This option is intended to assist all users in meeting their special interests and/or their own family values.

The public library, unlike schools, does not have the authority to serve in place of a parent. It always has been and remains the right and the responsibility of parents and guardians of children to determine what if any restrictions to place on their own children using library resources. This must continue to be the case for minors who are using on-line information. As it does with other library resources, the library will provide information on electronic

resource usage for users. It will also make available information to help parents and guardians in efforts to exercise their rights and responsibilities.

Users may choose to have filtered, unfiltered or no Internet access to suit their own needs and those of their minor children. However, no filtering product is capable of blocking access to everything that might give offense to individual users. The best course for parents who wish to teach their minor children how to safely and wisely use the Internet is parental supervision of their use.

Anyone using the Internet computers at the Clive Public Library must register as an Internet user and register for a library card. *(See exception for Temporary Computer User)* A parent or guardian's signature is required for minors to use the Internet.

Short-term visitors to the community may register for a Temporary Computer User's Account. These accounts will be established by staff for one month and may not be renewed for one year. A parent or guardian's signature is required for minors who are short-term visitors to the community to establish a Temporary Computer User's Account.

Users may checkout a computer terminal for Internet or other electronic use in two hour increments. If no one else has registered for the computer at the end of the two hours, then the user may renew checkout for an additional two hours.

Users may not install or save anything on the library's public computer's hard drive.

Users who bring their own laptops may use the Library's wireless service. Laptop users are not required to have accounts with the Library.

Confidentiality and Privacy

The Clive Public Library upholds the right of confidentiality and privacy for all library users. Thus, in order to protect the privacy of the user and the interests of other library users, the library will attempt to minimize unintentional viewing of the Internet. This will be done by use of recessed screens, and by judicious placement of the terminals and other appropriate means. Users are urged to respect the sensibilities of others when accessing information that may be considered offensive to others. However, absolute privacy for users using electronic resources in the library cannot be guaranteed. This is because there does exist a possibility of inadvertent viewing by others, either by watching the user's screen or because a user may leave the screen unattended. The Conduct in the Library Policy applies to the behavior of patrons using electronic equipment and resources. Failure to follow the Conduct in the Library Policy may result in revocation of library privileges.

Constitutional Protections

The use of all library resources, including electronic resources, is voluntary. The library does not select the material on the Internet and has no way to assure that only constitutionally protected material is available on the Internet. Access to, use of, or dissemination of constitutionally unprotected (legally obscene) speech is unacceptable in the library. Access, use, or dissemination of constitutionally unprotected speech in the library, in violation of this policy, is the responsibility of the user, or in the case of minors it is a joint responsibility of the user and the parent or guardian.

The Library attempts to protect the privacy of computer users through the use of firewalls, regular deletion of users' site histories and other means intended to keep users' information as secure and private as possible. However, there can be no absolute guarantees of privacy to users of public computers and users are strongly encouraged to be prudent about entering information that is personal and private on the Library's computers. The Library and City are not responsible for the theft of personal information that occurs via the public access computers in the tech room.

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