



# Internet Policy

## Pembroke Public Library

### **General Principles and Purpose**

In keeping with the Pembroke Public Library mission to provide our community with access to resources, ideas, information, and experiences, the Pembroke Public Library provides free access to the internet to all who visit. Public computers with internet access are stationed in multiple locations in the building, and a robust wireless network is available throughout. Library staff can assist patrons in accessing the internet on Library-owned computers, and in using the Library's Wi-Fi network.

### **Disclaimer of Reliability**

Not all sources on the internet provide accurate, complete, or current information. Users need to be good information consumers, questioning the validity of the information. Some information accessed electronically may not meet the standards of the Pembroke Public Library's Collection Development Policy. The accuracy and authenticity of electronic information is not guaranteed by the Pembroke Public Library. The Library's provision of internet access to users does not mean or imply that the Library endorses, sanctions, or promotes any content, commentary, or viewpoint found on the internet.

### **Responsible Use**

The Pembroke Public Library does not monitor, and has no control over, the information accessed through the internet, and cannot be held responsible for its content. As with other Library materials, restriction of a child's access to the internet is the responsibility of the parent/legal guardian. The Library expects parents/guardians who are concerned about their children's use of electronic resources to provide guidance for their own children. Parents/guardians are encouraged to share with their children the exploration of resources available on the internet through the Library. The Pembroke Public Library cannot be responsible for the accuracy or timeliness of information found.

### **Use of Library Technology**

To make our technology safe, welcoming, and equitable, users of Library technology are required to abide by the following guidelines, which apply to all Library technology, regardless of location, including internet connections (both networked connections and Wi-Fi), and devices such as computers, printers, projectors, etc. Not adhering to these guidelines may result in a loss of access to Library technology:

- Altering, removing, adding, or damaging configurations, software, or hardware on Library technology is not permitted.

- Patrons listening to audio or watching videos, or participating in online meetings, are required to use headphones. Library staff reserves the right to make exceptions as is needed or helpful.
- The Library assumes no liability for any damage to user data, user equipment, or loss of user privacy sustained while using Library technology, including the Library's Wi-Fi.
- Troubleshooting issues with Library computers, printers, or other technology will be assessed and resolved by staff, and not by Library patrons.
- All patrons must adhere to all relevant Library policies, including the Library Use Policy, while on Library grounds.

## **Privacy & Security**

The Library upholds the right of confidentiality and privacy for all users, and does not keep permanent records of patrons' use of its computers, the sites they visit, or files they create. However, absolute privacy for patrons using electronic resources in the Library cannot be guaranteed. Children are especially at risk, and parents should remind them to not give out personal information over the internet on websites, or in chat rooms.

The computers at the Library and the Wi-Fi access are on a public network. The Library's wireless networks are unencrypted. Data transmitted on unencrypted networks can be monitored or recorded and connected devices may be vulnerable to security attacks. Patrons using the Library's networks accept this risk and the Library accepts no responsibility for damage or loss resulting from use of its networks. While the computers have anti-virus software, patrons should always use caution and know what websites they are connecting to. Any information being sent or received could potentially be intercepted.

When a Library computer session ends, or if the computer restarts for any reason, all files that were saved are immediately deleted and cannot be recovered by Library staff. Patrons should save their work to the cloud or to a removable storage device.

## **Violations of Use**

The Library is not responsible for websites accessed. **Any attempt to violate any state or federal law, including copyright laws, will result in revocation of the right to use Library computers.** Any attempt to access material legally defined as obscene, child pornography, or material "harmful to minors" as defined by law is expressly forbidden and appropriate authorities will be notified.

**The Library reserves the right to suspend the use of its computers and/or the Library by anyone who uses Library computing equipment, electronic devices, or a network for an illegal purpose or a purpose in violation of the standards outlined in this and other Pembroke Public Library policies.**

*Approved by the Pembroke Library Trustees on June 2007. Revised and approved on October 13, 2016. Revised and approved on March 19, 2025.*