10—Digital and Maker Resources

10-1   General Statement

Palatine Public Library District (the Library) provides and uses digital and maker resources to fulfill its mission. Specific procedures for the use of these resources are included in Appendix 10A—Use of Digital and Maker Resources and Policy 2-7 Computer-Use and Program Cards. In offering these resources, the Board of Library Trustees recognizes that there exists an innate difference between the objective of providing the fullest possible access guaranteed by the First Amendment and the objective of maintaining a library setting that is comfortable and welcoming to all users and staff. In balancing these two objectives, the Board has sought to develop a policy that will best meet the needs of our community. The Board will review this policy on a regular basis to address changes in technology and the development of legal and professional standards. (Adopted 10-8-03; Revised 7-20-2021, Effective 8-1-21)

10-2   Digital and Maker Resources

Specific procedures for use of digital resources are listed in Appendix 10A. Certain activities are prohibited. These include but are not limited to copyright violation, threats of violence or endangerment, child pornography, harassing communications, and attempting to install or execute unauthorized software applications. Deliberate tampering with any library equipment, network, or system is a crime and is strictly prohibited. Failure to comply with procedures and restrictions as noted in Appendix 10A may result in a user's loss of Internet access privileges loss of Library privileges and legal prosecution.

The Library assumes no responsibility for damage to a user's computer, software, or other property resulting from use of Library resources. The Library, Library staff, and affiliated entities are not liable for damages arising from the use of, or the inability to use, the Library's resources or their related content and functions. (Adopted 10-8-03; Revised 7-20-21, Effective 8-1-21)

10-3   Registration and Access

 Registration may be required to access certain computers and equipment. Some resources may be reserved for the exclusive use of Library cardholders. Registration for and use of certain resources are limited by age (see section 10-7). An individual's own valid library card or a form of government-issued identification including a photo, which will be used to verify valid cardholder status, may be required to schedule or use a computer or equipment. See Appendix 10A for registration and access details. (Adopted 10-8-03; Revised 7-20-21, Effective 8-1-21)

10-4 Wireless Access

The Library offers wireless access to the internet for users with wireless-enabled devices at the Main Library. The Library's network is open to all visitors. No special encryption settings, usernames, or passwords are required. The Library's internet use policies apply to all internet access in the building. (Adopted 1-11-12; Revised 7-20-21, Effective 8-1-21)

10-5 Internet Content

The internet offers access to many valuable sources of information, but not all sites are accurate, complete, or current. The Library does not monitor or control information accessed via the internet. There are many sites with content that some users may consider controversial, offensive, or inappropriate. Users are encouraged to evaluate the validity and appropriateness of information accessed via the internet. (Adopted 10-8-03; Revised 7-20-21, Effective 8-1-21)

10-6 Internet Filtering

To meet the diverse needs of our community, the Library provides access to the internet via both filtered and unfiltered stations (see Appendix 10A). Filtering does not guarantee the appropriateness of material on the internet for any particular age group or individual user. In choosing and implementing filtering software, the Library strives to provide full access under the First Amendment while maintaining a library setting that is conducive to a comfortable and welcoming space.

Unfiltered internet stations are clearly marked. See Appendix 10A for registration and access details. Wireless access within the Library is not filtered, including laptops loaned for use inside the Library. (Adopted 10-8-03; Revised 7-20-21, Effective 8-1-21)

10-7 Internet Stations for Youth

The Library designates certain internet stations to be reserved for children and teens ages 13 and younger. These internet stations are filtered. Filtering does not guarantee the appropriateness of material for any age group or individual user.

Parents or legal guardians of children and teens ages 13 and younger may permit their child's use of the unfiltered internet computers at the Library by submitting a written request. Within 48 hours of receipt of the request, staff will enable the child's card to access unfiltered internet stations.

The Library affirms the right and responsibility of parents or guardians to

make choices for their own children. Library staff will not monitor the age of children using internet stations except for the purpose of managing age-designated computers. Parents or guardians are solely responsible for whether their children access the internet through filtered or unfiltered internet stations. (Adopted 10-8-03; Revised 7-20-21, Effective 8-4-21)

10-8   Privacy and Security on the Internet

In keeping with Library policies and state and federal laws, the Library strives to protect users' rights to privacy and confidentiality (see Policy 11—Privacy Policy). The Library avoids unnecessarily collecting or maintaining records that could compromise the privacy of users. However, electronic communication by its nature may not be secure or private. The Library cannot guarantee the security or privacy of online transactions. By using the Library's internet stations, websites, and services, users signify acceptance of the Library's Privacy Policy. (Adopted 10-8-03; Revised 7-20-21, Effective 8-1-21)

10-9   Use of the Library Websites

The Library has created and maintains www.palatinelibrary.org and certain related websites in order to make information about its programs, collections, and resources available to the public via the internet. Examples of such websites include subscription databases, downloadable library materials, social networking sites, and related mobile applications. By using the Library websites and their content, users agree to comply with and be bound by the following terms and conditions. These terms and conditions may change from time to time. Use of the Library websites signifies acceptance of the terms and conditions in effect at the time of use.

Accessibility

The Library intends to ensure accessibility of its websites for people with disabilities. All reasonable effort has been made to ensure that the Library's websites comply with Section 508 of the Rehabilitation Act (29 U.S.C. 794d), which requires that individuals with disabilities who are members of the public seeking information or services from a government agency have access to and use of information and data that is comparable to that provided to the public who are not individuals with disabilities, unless an undue burden would be imposed on the agency.

Disclaimers

- The Library disclaims all responsibility or liability for the accuracy, reliability, and legality of content found on the Library websites. The Library, its employees, and affiliated entities are not liable for any direct or indirect damages arising from the use of the Library websites.

- The Library offers access to a broad range of information and content. Opinions expressed on the Library websites by others are not necessarily those of the Library Board or its staff.
- All other Library policies apply when using digital resources. (Adopted 1-11-12; Revised 7-20-21, Effective 8-1-21)

10-10 User-Generated Content

Library websites provide a means for the Library to communicate information to users. Some Library websites provide a limited public forum for user discussion about books and other library materials, library services and events, and other library-related topics. The Library reserves the right to remove content, as indicated below.

The Library will remove communications that contain obscene or defamatory language; sexual content; incitement of, solicitation of, or threat to engage in violence or illegal activities; personal attacks; or promotions or solicitations for commercial goods or services. The Library encourages user communications to be respectful.

Any text, artwork, photographs, or intellectual property that may be owned by or under copyright protection afforded to someone other than the posting user should not be submitted. Submission of content implies the copyright owner has granted permission to publish on the Library websites.

A posted comment is the opinion of the poster only, and publication of a comment does not imply endorsement or agreement by the Library.

Users who fail to follow these guidelines may be blocked from submitting content or may lose library privileges. (Adopted 1-11-12; Revised 7-20-21, Effective 8-1-21)

10-11 Copyright

Content obtained or copied from the internet may be subject to copyright laws. US Copyright Law (United States Code Title 17) prohibits the unauthorized reproduction or distribution of copyrighted content, except as permitted by the principles of "fair use." Users are responsible for determining legal use of copyrighted content.

The Library encourages users to access content from the Library websites, provided that these guidelines are followed:

- Content downloaded from Library websites is owned or leased by the Library and may be used only for personal, educational, or research purposes.
- Users are responsible for determining copyright use restrictions and for

obtaining necessary permissions. Library websites contain a wide range of content. They contain information in the public domain as well as information protected by copyright. In cases where content on the Library websites is protected by third-party rights, users are responsible for obtaining the necessary rights in order to use the content in question (see section 10-11 Copyright).

- The Library is not in a position to provide advice to users about which content is protected by third-party rights and which content may be used freely. The following website has information about copyright, fair use, and other related topics that may be useful: http://www.copyright.gov/.
(Adopted 1-11-12; Revised 7-20-21, Effective 8-1-21)

10-12 Third-Party Services

Among the many services offered by the Library is access to resources provided by third parties. These resources (such as subscription databases, downloadable library materials, social networking sites, and mobile applications) are subject to their own terms and conditions. Users should review the terms and conditions specific to each third-party site accessed to ensure compliance with applicable rules. (Adopted 1-11-12; Revised 2-13-19, Effective 3-1-19)

10-13 Linking to Websites

The Library selects a limited number of links to websites not owned or managed by the Library. The Library has not participated in the development of these other sites and does not exert any editorial or other control over these sites. The Library provides these links as a convenience, and the inclusion of any link does not imply endorsement by the Library or any association with their operators. The Library is not responsible for the contents of any linked site or any link contained in a linked site, or any changes or updates to such sites.

The Library takes reasonable steps to assure data integrity but does not guarantee that its website, the server that makes it available, or any links from its site to other websites are free of viruses or other malware. (Adopted 1-11-12; Revised 3-10-20, Effective 4-1-20)

10-14 Makerspace

The Workshop Lab is the Library's makerspace. This collaborative space provides our members with equipment, technologies, and tools to create, build, and experiment in a supportive atmosphere. The Workshop Lab is available specifically for the use of its equipment. See Appendix 10A for registration and access details.

The Workshop Lab may close occasionally to provide staff training, to perform equipment maintenance, or to conduct a Library event.

Equipment in the Workshop Lab may not be used to produce the following:

- content or objects prohibited by federal, state, or local law
- content or objects in violation of intellectual property rights
- content or objects such as weapons that are unsafe, harmful, dangerous, or pose a threat to the well-being of others
- objects or materials that would be considered inappropriate for the Library environment

(Adopted 7-20-21; Effective 8-1-21)

Policy 10 Comprehensive Review: Last Revised 7-20-21; Effective 8-1-21.