

**BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF YUBA**

IN RE: RESOLUTION UPDATING) RESOLUTION NO. 2006-118
THE YUBA COUNTY LIBRARY)
COMPUTER INTERNET POLICY)
_____)

WHEREAS, the Board of Supervisors provides the public with equal access to the Internet through the Yuba County Library Computers; and

WHEREAS, the Board of Supervisors' last updates of the Yuba County Library Computer Internet Policy was in 2000; and

WHEREAS, the Board of Supervisors is aware that the World Wide Web is unregulated and that internet sites can and are created by individuals, groups, and institutions regardless of their affiliations, points of view or the accuracy of the material posted on the Internet; and

WHEREAS, the Yuba County Library does not assume responsibility for, nor shall it be held responsible for, the points of view, the appropriateness of material, the manner in which material is presented or the accuracy of the information posted on the internet and accessed by the public through their Internet use of the Library's Computers.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Yuba hereby establishes Attachment "A" as the Yuba County Library

Computer Internet Policy and by this reference, such Policy is incorporated herein and made a part hereof as though set forth in full.


PASSED AND ADOPTED this 19th day of September 2006,
by the Board of Supervisors of the County of Yuba, by the following vote:

AYES: Supervisors Logue, Nicoletti, Griego, Schrader, Stocker

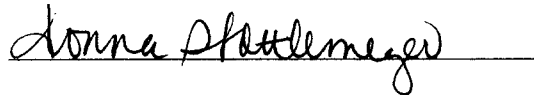
NOES: None

ABSENT: None

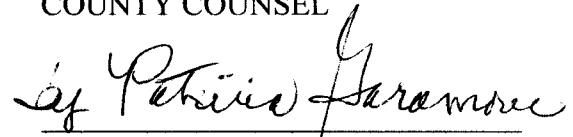
ABSTAIN: None


CHAIRMAN

ATTEST: DONNA STOTTLEMEYER
CLERK OF THE BOARD
OF SUPERVISORS



APPROVED AS TO FORM
DANIEL MONTGOMERY
COUNTY COUNSEL



PATRICIA GARAMONE
DEPUTY COUNTY COUNSEL

Yuba County Library Computer Internet Policy

Yuba County Library provides equal access for the public to the Internet. We offer a wide range of up-to-date, global resources allowing the Library to bring current valuable materials to our community.

It is important to be aware that the World Wide Web is unregulated. Sites can be created by individuals, groups and institutions regardless of their affiliations, points of view or the accuracy of the material posted. The Library cannot be held responsible for Internet content.

Privacy Policy

Library computers are in public areas. Please respect others' rights to read and view. If you are bothered by what others are viewing, library staff will attempt to place you at a different station. However, unless a patron is viewing an illegal website, or behaving in a way contrary to our policy guidelines, library staff will not interfere with another patron's right to privacy.

"We protect each library user's right to privacy and confidentiality with respect to information sought or received and resources consulted, borrowed, acquired or transmitted." Article 3, Code of Ethics of the American Library Association (1995).

Yuba County Library supports the California Library Association resolution against the Patriot Act. The text of the resolution is available at:
<http://www.clanet.org/included/docs/CLAPatriotResolution.pdf>

Electronic communication is not secure and networks are sometimes susceptible to outside intervention. As part of normal system maintenance, network administrators do monitor system activity, but the library does not reveal information about an individual's use of computer resources unless compelled to do so by a court order.

Hours and Time Limits

The library has a number of public access computers. Priority use of these computers is access for reference and research. Public access computers may be used for Internet access provided the stipulations below are respected. Patrons who are not in compliance with the library's Internet policy will forfeit their computer privileges.

- Available during regular **library hours**. Computers and printers are turned off 45 minutes before the Library closes. This means no new computer sign-ups are taken after 5:45 on Monday – Thursday and 4:45 on Saturday. (**Express computers** may be used until 15 minutes prior to closing.)
- Registered library patrons may use computers up to one hour per day.
- All non-express computers may be used on a drop-in basis as available. Such use counts as part of daily and weekly time limits.

- Availability of additional computer time will be determined by front desk staff based on usage patterns. Patrons working on special projects requiring extra time must request permission from front desk staff when they sign in, not when their hour is up.
- To promote equitable access to computer resources, Yuba County Library utilizes time management software. To access the Internet, an individual must sign in at the front desk.
- Library staff may manage Internet time with regard to reserving terminals for individuals or groups with specific needs.
- An additional hour may be allowed during slow periods but one hour must elapse between computer sessions in order to accommodate walk-ins who have not yet had a turn.
- Before the one hour time limit is up, patrons need to finish their work, including printing or saving.
- Library software will automatically close down after one hour and your work will be lost. The computer will give a warning prior to shutdown.
- Please log off if leaving before your hour is up. (Go to "Start" then "Log Off.")

Express Use Computers

The library has five (5) express computers. Priority use of these computers is access to the library's **online catalog**. Express computers may be used for quick Internet access provided the 15 minute limit is observed. If the 15 minute time limit is not respected, patrons will forfeit their computer privileges.

Children

- The library has designated certain computers for the sole use of children preschool through eighth grade.
- Children under five must be accompanied by a supervising adult or older child.
- As with other library materials, restriction of a child's access to the Internet is the responsibility of the parent/legal guardian.
- All children must have a signed parental consent form in order to access the Internet.
- As with other materials, parents and guardians of minor children--not the library nor its staff--are responsible for supervising their children's use of Internet resources at the library.

User Responsibilities

We ask all library users to remain sensitive to the fact that they are working in a public environment shared by people of all ages, with a variety of information interests and needs. In order to ensure an efficient, productive computing environment, the Library insists on the practice of cooperative computing. This includes:

- Respecting the privacy of other users
- Not using computer accounts, access codes, or network identification codes assigned to others
- Refraining from overuse of connect time, information storage space, printing facilities, processing capacities, or bandwidth capacities

- Refraining from the use of sounds and visuals which might disrupt the ability of other library patrons to use the library and its resources

There are information resources on the Internet that are inappropriate for viewing in a public setting. Because the Library is a public place shared by people of all ages, the library staff may end Internet sessions when such material is displayed.

Please report equipment problems or inappropriate use to library staff. It is illegal to physically or electronically modify computer equipment, or tamper with hardware or software (California Penal Code, Section 502 et. seq.)

E-mail

- To e-mail from the library, you must use a personal web-based e-mail account.
- Several sites offer **free** e-mail accounts, such as Yahoo or Hotmail.
- The library will not be responsible for your inability to access your email.

Printing and Downloading

- The library provides paper and a networked printer, and charges 25 cents per page for printing.
- You may not use your own paper.
- You may not load software or save anything to a computer's hard disk.
- You may use library floppy disks in order to save your work.
- The library sells formatted disks for \$1.00
- Your personal disk must be retained in the library at the front desk.
- Outside disks are not permitted.
- Once a disk is taken out of the library it cannot be used in Library computers again.
- Disks will be dated and may be discarded if not used for six (6) consecutive months.

Wireless Internet Policy

Yuba County Library will soon allow personal laptop computers to access the Internet via a wireless network.

- Persons utilizing the wireless connection must agree to comply with all provisions of the current **Yuba County Library Internet Policy**.
- The Library's wireless connection is unencrypted and unfiltered. Use of the wireless connection is done at the patron's own risk. By using this connection, patrons acknowledge that security errors and hacking are an inherent risk associated with any wireless service. For that reason, patrons expressly agree that they knowingly assume such risk, and further agree to hold the Library harmless from any claim or loss arising out of, or related to, any such instance of hacking or other unauthorized use or access.
- The Library accepts no responsibility for any software downloaded and/or installed, email opened, or sites accessed while patrons are on the wireless internet connection. Any damage done to the patron's equipment or self from viruses, identity theft, spyware, plug-ins, or other Internet-borne programs is the sole responsibility of

the patron; the patron indemnifies and holds harmless the Library from any such damage.

- The Library accepts no responsibility regarding the ability of patron owned equipment to connect to the wireless network.
- Library staff will not change settings on patron equipment.
- The Library has a limited number of electrical outlets and will only be able to allow battery operated laptop usage.

Security Limitations and Disclaimers

The Library's wireless network is not secure. Information sent from, or to, your laptop can be captured by anyone else with the appropriate software. It is recommended that you have a virus checker and firewall when using Internet via a network. In addition, disabling file and printer sharing will also help reduce your risk.

The Library assumes no responsibility for the safety of equipment or software, nor for damage or loss of laptop configurations, security, or data files resulting from connection to the Library's network.

By choosing to use this free wireless service you agree to abide by the Yuba County Library **Internet Use Policy**. All users are expected to use the library wireless access in a legal and responsible manner, consistent with the education and informational purposes for which it is provided. Misuse of library computers will result in the loss of computer privileges, potential loss of library privileges, and possible prosecution. Such misuse includes, but is not limited to:

- Using the computer system for unlawful activities (Unlawful activities include, but are not limited to, accessing obscene materials and/or child pornography.)
- Hacking into the library computer system or any other computer system
- Damaging or attempting to damage equipment or software
- Interfering with system operations, integrity or security
- Gaining unauthorized access to another person's files
- Sending harassing messages to other computer users
- Spamming
- Altering or attempting to alter settings of the library's computers; and/or
- Violating copyright laws and software licensing agreements.
- Using the connection for time-consuming commercial purposes.
- The Library reserves the right to suspend Internet computer use or other library privileges, or to take other action as necessary, for anyone who willfully violates library policies or procedures.

Yuba County Ordinance

- It is illegal to physically or electronically modify computers and/or programs owned by the County of Yuba. This includes attempting to add or remove programs, as well as changing the Library Home Page.

United States Copyright Law

- Materials obtained or copied off the Internet are subject to copyright law. A document protected by copyright cannot be copied without the permission of the author or owner. The exception is "fair use," which allows for making a single copy for personal use. Any responsibility for the consequences of copyright violation lies with the user, not the Library or County. A copy of the Copyright Law and its implications and consequences is available at the front desk.

Sanctions

Yuba County Library relies on the cooperation of its users in order to efficiently and effectively provide shared resources and ensure community access to a wide range of information. If individuals break these acceptable use rules in any way, their right to use networked resources may be suspended for a specified time, depending on the damage caused by their actions.

- Deliberate misuse of the computer or its components will result in loss of computer privileges
- Repair costs will be the responsibility of the user.
- Violating another's right to privacy or harassing other users or library staff are prohibited, and ***will result in loss of computer use privileges.***
- Violators will be notified of the length of, and reason for, their suspension.
- The Library is not responsible for any loss or corruption of data or files resulting from use of public computers.
- Individuals using library computing resources for illegal purposes may also be subject to prosecution.