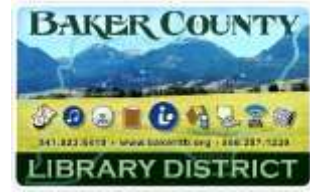


Technology and Internet Use Policy



1. Purpose and Values

Baker County Library District (BCLD) provides technology and Internet access to support education, digital literacy, employment, civic participation, and lifelong learning. BCLD affirms the principles of the American Library Association’s Library Bill of Rights and protects patron privacy to the fullest extent permitted by law.

2. Scope

This policy applies to public computers, Wi-Fi, personal devices connected to library networks, library-provided devices, and technology used in library programs.

3. Access and Equity

BCLD strives to provide equitable access and may implement reasonable rules such as time limits, reservations, and applicable material or service fees. Service availability is not guaranteed.

4. Privacy and Confidentiality

BCLD does not routinely monitor individual Internet use. Limited technical logging may occur for network management, cybersecurity, troubleshooting, or compliance with law, consistent with the **Privacy and Confidentiality Policy**. Records of disciplinary action related to technology use are documented as incident records under the **Library Use Restrictions Policy** and are distinct from confidential library records as defined in the *Privacy and Confidentiality Policy*.

A parent’s access to records of their child’s technology use is governed by the *Privacy and Confidentiality Policy* and applicable Oregon law.

5. Cybersecurity and User Responsibility

BCLD employs reasonable administrative, technical, and physical safeguards designed to protect library systems and reduce the risk of unauthorized access to patron information. However, because networked communication and Internet access involve inherent security risks, BCLD cannot guarantee the confidentiality or security of information transmitted over its networks or stored on library-provided devices. Users should exercise caution when transmitting personal, financial, or sensitive information, particularly when using wireless Internet services. Users are responsible for safeguarding their accounts, passwords, and personal data, and for logging out of websites and services at the end of each session.

6. Content Filtering (CIPA)

Internet access is filtered in compliance with federal law (Children’s Internet Protection Act, CIPA). BCLD uses technology protection measures intended to block visual depictions that are obscene, child pornography, or harmful to minors, as required by law.

Separate technical security measures may be used to protect library systems and networks from malware, phishing, cryptomining, and other operational or cybersecurity threats.

Adult library users may request that filtering be disabled or adjusted for specific sites for bona fide research or other lawful purposes, consistent with CIPA. Requests may not be processed immediately but will be reviewed and addressed within a reasonable time frame, subject to staff availability.

7. Use by Minors

BCLD supports minors' access to information and also affirms the rights and responsibilities of parents and legal guardians to guide their child's use of library resources and the Internet. Minors are permitted to use Internet-enabled computers unless a parent or legal guardian has requested available account-level restrictions that limit access to Internet browsers or computer log-in, where supported by BCLD systems.

8. Acceptable Use Standards

Users must use BCLD technology in a way that is:

- Lawful;
- Consistent with the mission and policies of the public library; and
- Consistent with a shared public space (e.g., not disrupting others).

Because some technology use occurs in public areas, users should take reasonable steps to avoid displaying content in a manner that substantially interferes with others' use and enjoyment of the library. Staff may suggest options to enhance privacy where available (e.g., seating adjustments), consistent with equitable access for all. Staff may request that users viewing lawful content that may be disturbing or inappropriate for a shared public space adjust their display or relocate to a more private area, where available.

9. Prohibited Uses

While using BCLD technology services, users may not:

9.1 Misuse of accounts and access

- Use another person's library card/account to access computers or services, except with permission and in that person's presence (as applicable).

9.2 Disruption and harassment

- Use technology in a way that materially disrupts library operations or others' use and enjoyment of the library (e.g., excessive noise, repeated interference, threatening or harassing behavior, or the overt display of potentially offensive content in shared public spaces).
- Use library technology to threaten, harass, stalk, or unlawfully discriminate against others.

9.3 Unlawful content and conduct

- Create, display, print, or distribute content that is unlawful (e.g., obscenity, child sexual abuse material) or that violates applicable local, state, or federal law.

9.4 Network and device security

- Attempt to bypass security controls, access controls, filtering, or authentication.
- Remove, disconnect, alter, or tamper with library-owned device hardware or software, including peripheral components, without authorization.
- Introduce malware; conduct hacking, port scanning, credential theft, denial-of-service activity, or similar attacks.
- Install or run software in a manner that damages, disables, or significantly degrades BCLD equipment or networks.

9.5 Fraud and exploitation

- Use BCLD technology for identity theft, scams, fraudulent messages, or unlawful spamming.

9.6 Copyright and licensing

- Use BCLD technology to unlawfully download, distribute, or publicly share copyrighted material in violation of law.

9.7 Privacy violations involving minors

- Disclose, collect, use, or disseminate a minor's personal information in a manner that violates law or BCLD policy.

Exceptions:

- Certain activities that would otherwise be restricted (e.g., security testing) may be permitted only as part of authorized library programming or with written authorization of the Library Director.

10. Staff Assistance and Limits

BCLD staff may provide brief, basic guidance in using library technology and identifying information resources. Due to limited staffing and liability considerations, BCLD may not be able to provide time-intensive instruction or advanced technical support for personal devices, account recovery, or device repair.

11. Enforcement and Appeals

Warnings may be issued at staff discretion. For severe or unlawful conduct, restrictions or ejection may occur without prior warning, consistent with the *Library Use Restrictions Policy*. Authority to impose restrictions, duration of restrictions, documentation requirements, and appeal processes are governed exclusively by the *Library Use Restrictions Policy*.

12. Policy Review

This policy will be reviewed at least every five years.

Approved by Library Board: 8/13/07

Revised: 11/8/10; 4/8/13; 5/11/15; 1/13/26