



THREE OAKS TOWNSHIP PUBLIC LIBRARY

3 N. ELM ST.

THREE OAKS, MI 49128

PHONE: (269) 756-5621 FAX: (269) 756-3004

WWW.THREEOAKS.MICHLIBRARY.ORG

Three Oaks Township Public Library Patron Access Computer Use and Internet Access Policy (By-Laws Section 3)

Public access to the internet is available free to all people of the Three Oaks Township Public Library service area without regard to race, gender or religion. The library makes no guarantee, either expressed or implied, to the accuracy of the quality or content of information on the internet.

- All patrons must sign in on a public access computer.
- Patron access computer use is limited to 60 minutes. In the event that there is no one waiting to use the computer, the staff will ONLY allow a patron to continue beyond their time limit with the understanding that if another patron wants to use it, he/she must log off immediately.
- Reserving a time slot by telephone for the patron access computers is not allowed.
- There is a filtering program installed on all the patron access computers.
- Children age five and up may use the patron access computers unaccompanied by a parent or guardian due to the filter program on all the patron access computers and with the understanding that parents and guardians are responsible for minor children and for the information selected and/or accessed by them.
- The user will be held liable for any damage to the equipment or hardware. There is to be NO saving of any information to the computer's hard drive. Saving information to a portable device (i.e. flash drive) is permitted.
- Only one person may use the computer at a time. In the event research/schoolwork is being performed, another patron may be allowed to assist. While using the computers, patrons must be quiet. If conversation is absolutely necessary, it shall be kept to a minimum, using very soft voices.
- Printing is allowed for \$.10 per page for black and white 8 ½" x 11" and 8 ½" x 14" paper; \$.25 per page for black and white 11" x 17"; and \$.25 per page for any size color copy (payable at the circulation desk).
- Illegal activity involving the library's patron access computers/internet access will be subject to prosecution by the appropriate authorities.
- Foul or profane language while using the patron access computers, or anywhere in the library, will not be permitted.

The first offense of a patron violating any of the above rules will be a verbal warning. The second offense will result in the patron being asked to leave the library for the remainder of the day. If the patron is involved in any further offenses the director will suspend the patron from all access to the public access computers for thirty (30) days. It is at the director's discretion as to the appropriate discipline following any further offenses.

This policy replaces any previous Patron Computer Access Policies of the Three Oaks Township Public Library
Updated & adopted: 11-08-2022
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