

Carlsbad Public Library

Public Computers Policy

Public Internet Access

The Carlsbad Library is committed to providing equal access to Internet resources to all adult library users, without content restrictions, in accordance with the American Library Association policies regarding the freedom to read and receive information.

The Library strives to protect public access to information and provide an open forum for knowledge, ideas, and cultural enrichment through free access to informational, educational, and recreational materials online.

The Library offers a variety of Internet access levels to accommodate the information needs of all patrons.

To ensure courtesy and fair access, the Library sets and enforces computer usage guidelines and patron behavior standards.

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A. Public Access Internet Computers

1. All adult residents, both permanent and temporary, and visitors are entitled to request access to the Library's Public Access Internet computers.
2. Due to high demand, Internet access is limited to 60 minutes per person per day. There are no time extensions. The maximum 60 minutes per day may be used either on the regular Internet computer OR on the Quick Check Internet computer, in any combination.

However, sequential sessions on the Quick Check computer may not be possible if others are waiting.

3. Patrons must enter their library card number for each Internet session and provide their library card or a government-issued photo ID on request. Permanent residents sign up using their regular library card. Temporary residents sign up using their Digital Access library card. Using another person's library card to login is not permitted.
4. Patrons may be asked to pay outstanding library fines and/or return overdue books before being given Internet access.
5. Only the person signing up for the Internet session may use the computer. One (1) accompanying guest or child is permitted. The behavior of children and guests may not disturb other patrons; users may be asked to end their sessions early if this occurs.
6. No pornographic web pages or images may be accessed or displayed anywhere on library premises, including public Internet computers or personal computing devices, in accordance with library policy and New Mexico State Law (NM §1978, Ch. 30, Art 37; see addendum).
7. Personal documents may not be stored on the library computer hard drives. The use of personally owned digital storage media to back up and store personal documents is required.
8. Personally owned headphones or earbuds must be used to access multimedia content. Volume must be set at a level inaudible to other patrons.
9. Technical difficulties beyond the Library's control may temporarily prevent Internet access. Every effort will be made to provide secure, stable access to Web-based information and to troubleshoot problems in a timely manner. The Library is not responsible for damaged or lost data resulting from the malfunction of software or computers.
10. No guarantee of privacy is made concerning personal information that is input or accessed on library computers.
11. Library staff members are available to help users navigate, identify, and access resources on the Internet, but in-depth training or extensive assistance is not offered.

B. Internet Guest Passes

1. Guest Passes are available ONLY for out-of-town visitors and residents visiting the library for the first time.

2. First time visitors who are permanent or temporary residents may obtain a One-Time Guest Pass for the Internet computers. On their next visit, residents are required to show proof of identity and address in order to obtain a regular or Digital Access library card.

C. Wireless Internet Access and Personal Computing Devices

1. Free wireless Internet access is available at the Library on a first-come, first-served basis. There may be limitations on the number of user connections or bandwidth available. Please see the library's Wireless Internet Access Policy for details.

D. Children's Library Computers

1. The computers in the children's library provide only limited access to the Internet.. Content chosen for inclusion is selected from professional review sources, recommendations by trusted agencies, or librarian review, with consideration given to patron requests. Web-based materials will meet the same quality criteria as other children's library materials: be designed to stimulate an interest in reading and learning, target the interests and needs of children from birth to approximately twelve years of age, and supplement or enhance educational studies, recreational reading, or learning for pleasure.

2. Children (ages 0-12 may use the filtered Internet in the Children's Library with parental permission. Please note that children ages 0-6 may not be left unattended by a parent, guardian, or caregiver anywhere in the library (see the Library Safe Child Policy for details.)

3. Adults (persons 18 years and older) and Teens (ages 13-17) are not permitted to use the Children's Library computers.

4. Parents or caregivers, not library staff, are responsible for the information viewed by their children on library computers. Parents or caregivers who wish to control access to information available on the children's library computers, including Internet sites, should supervise their child's computer sessions.

E. Teen Computers

1. Teens (persons ages 13-17) may use the computers in the Teen section of the library. This computer is set to Limited-Teen access, permitting social networking sites and a wide range of educational and research websites. Websites related to porn, weapons, mature content, or illegal drugs are not permitted.

2. Teens may use the computers in the main lobby area only with parental permission on file at the Service Desk.

F. Word Processing Computers

1. Word processing computers are available on a first-come, first-served basis. They are not connected to the Internet.
2. Personal documents should not be stored on library computer hard drives. The use of personally owned digital storage media to back up and store personal documents is required.
3. There are no time limit restrictions for using the word processor computers; however, common courtesy in allowing others equal access is expected.

G. Database & Testing Computers

1. Database computers are available on a first-come, first-served basis for access to the Library's informational databases and digital library materials on site. These computers may also be used for online testing purposes. Access to non-library websites from the database or testing computers is not permitted without librarian permission.
2. Remote database access is available using personal computing devices; a valid library card number is required for authentication purposes.
3. There are no time limit restrictions for using the library database or testing computers; however, common courtesy in allowing others equal access is expected.

H. Printing

1. Printing charges are \$.10 per page. All print jobs may be picked up at the Circulation Desk. Print jobs that are not collected will be deleted.
2. Only black and white printing is available. The use of personal specialty paper may not be possible.

I. Patron Privacy

1. No guarantee of privacy is made concerning personal information imputed, accessed, or downloaded using library computers. Patrons are responsible for erasing personal content or closing personal websites. Library computers will be reset on a regular schedule to erase any cached user content.
2. Patrons are requested to respect the privacy of other library patrons and refrain from overtly viewing or commenting on information accessed by another user.

3. Carlsbad Public Library abides by the New Mexico State Statutes Library Privacy Act which preserves intellectual freedom guaranteed by the New Mexico State Constitution (NM §1978, Ch. 18, Art 9; see addendum.)

J. Internet Content & Filtering

1. The Internet is a global entity without content restrictions. Users may encounter information or graphics that they find controversial or offensive.

5. Library staff are not responsible for the accuracy, currency, security, or completeness of information obtained from the Internet. While the Library's computers possess virus protection software, no guarantees are made concerning the virus-free status of any downloaded data.

4. No pornographic or sexually orientated material, objects, images, or web content may be accessed or displayed anywhere on the library premises or in the Halagueño Art Park area (including personal computing devices), in accordance with library policy and New Mexico State Statutes (NM §1978, Ch. 30, Art 37; see addendum).

2. Carlsbad Public Library will not employ filtering software on certain Internet computers designated for adults, in accordance with the American Library Association's policies supporting unlimited access to information, the tendency of filters to block sites that are informative and useful, and the First Amendment forbidding governmental agencies from restricting information to the public based on viewpoint or content.

3. In order to accommodate the information needs of users of all ages, the Library offers a selection of Internet access levels:

- *Adults may select Unlimited or Limited-Adult access in the main computer area.*
- *Teens may select Limited-Teen access in the Teen Area or Unlimited/Limited-Adult access in the main computer area with parent permission.*
- *Children under age 12 may select Limited-Child access in the Children's Library or use the computers in the main area when seated with a parent or legal guardian.*

K. Consequences of Violation

1. Violation of any part of this policy may result in the termination of Internet sessions, suspension of library privileges including Internet access and borrowing of materials, and/or denial of access to library/museum facilities in accordance with the Library/Museum Patron Code of Conduct Policy.

2. Accessing sexually explicit or pornographic material using library computers or library Internet networks or using library-provided technology to solicit sexual behavior from a minor child will result in immediate loss of Internet access privileges and notification of law enforcement (NM §1978, Ch. 30, Art 37).

3. Deliberate physical damage to library equipment, purposeful virus infection of library software programs, or attempts to circumvent computer security settings will result in immediate suspension of library privileges and notification of law enforcement (Carlsbad Municipal Code Sec. 26-4).

L. Appeal Procedure

2. Any person who has lost library privileges as a result of violating this policy may appeal to the Library Board of Trustees at any regularly scheduled meeting. The decision of the Library Board shall be final.

1. Persons requesting clarification of this or any library policy may speak to the Library Director or Assistant Director.

This policy reviewed and approved by the Carlsbad Public Library Board of Trustees on 11/17/10.
Updated 10/10/12, 10/10/13, 6/11/14, 5/13/15.

Addendum: NM State Statutes Regarding Library Privacy, Material Harmful to Minors, and Child Solicitation by Electronic Device

NEW MEXICO STATUTES, annotated, 1978

CHAPTER 18 ARTICLE 9 - Library Privacy

18-9-4. Release of patron records prohibited.

Patron records shall not be disclosed or released to any person not a member of the library staff in the performance of his duties, except upon written consent of the person identified in the record, or except upon court order issued to the library. The library shall have the right to be represented by counsel at any hearing on disclosure or release of its patron records.

18-9-5. Exceptions.

The prohibition on the release or disclosure of patron records in Section 18-9-4 of the Library Privacy Act shall not apply to overdue notices or to the release or disclosure by school libraries to the legal guardian of the patron records of unemancipated minors or legally incapacitated persons.

CHAPTER 30 ARTICLE 37 – Sexually Oriented Material Harmful to Minors and Child Solicitation by Electronic Device

30-37-2. Offenses; books; pictures.

It is unlawful for a person to knowingly sell, deliver, distribute, display for sale or provide to a minor, or knowingly to possess with intent to sell, deliver, distribute, display for sale or provide to a minor:

- A. any picture, photograph, drawing, sculpture, motion picture film or similar visual representation or image of a person or portion of the human body, or any replica, article or device having the appearance of either male or female genitals which depicts nudity, sexual conduct, sexual excitement or sado-masochistic abuse and which is harmful to minors; or
- B. any book, pamphlet, magazine, printed matter however produced or sound recording which contains any matter enumerated in Subsection A of this section or explicit and detailed verbal descriptions or narrative accounts of sexual excitement, sexual conduct or sado-masochistic abuse and which, taken as a whole, is harmful to minors.

30-37-3.2. Child solicitation by electronic communication device.

- A. Child solicitation by electronic communication device consists of a person knowingly and intentionally soliciting a child under sixteen years of age, by means of an electronic communication device, to engage in sexual intercourse, sexual contact or in a sexual or obscene performance, or to engage in any other sexual conduct when the perpetrator is at least four years older than the child.

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