



Computer and Internet Use Policy

It is the policy of the Pitkin County Library (Library) to provide free access to library resources and information using computer technology. Accessing the Internet using any of the Library's systems constitutes acceptance by the user that they have read and understood the terms as stated in this and all other Library policies. The Library has limited control over the information accessed through the Internet and cannot be held responsible for its content. Each individual is responsible for their own acceptable use of the Internet.

The Library assumes no responsibility for any loss or damage to patrons' devices, data, or media or for any personal damage or injury incurred as a result of using the Library's Internet or computer resources.

Users assume all liability when they choose to transmit sensitive, personally identifiable, or financial information over the Library's networks and do so at their own risk. The Library cannot guarantee the security or confidentiality of any Internet transactions and cannot be held responsible for any financial losses or consequences that might occur through patrons' activities conducted over the Internet.

Both federal and Colorado law require Internet filtering; the Library fully complies with these legal mandates (Colorado Revised Statutes § 24-90-601, Children's Internet Protection Act). Internet access is filtered on all Library public computers and Wi-Fi services to block access to material that may be considered offensive. No filter is 100 percent effective. Viewing or downloading material that would be considered obscene by local community standards is prohibited.

The Library's public computers are protected by software and a firewall that blocks harmful content, such as viruses and spyware. Users cannot bypass this firewall, which also prevents the downloading of unauthorized programs onto public computers.

The Library requires users to have an active Library card account in good standing to access the computers. The Library Director or their designee has the authority to waive this requirement in certain cases.

It is not acceptable to use computers beyond the time limits established by Library staff. Library staff have the authority to override time restrictions if they deem appropriate.

When a computer session is ended, all information associated with that session is securely deleted using library software. Additionally, at the end of the business day, the software automatically erases all computer use and reservation records to ensure privacy and data security. As part of its regular practice, the Library does not retrieve any information, including websites visited, passwords, credit card numbers, or any other information a customer has entered. The Pitkin County Library follows state and federal law regarding the privacy of library users' records and information. It is the Library's practice to erase all customer use records except those essential for library business operations. The Library will release records, including those relating to Internet usage, only as required by law.

Loss of Network Use

Users may not attempt unauthorized access to any computer system. Library staff may ask users at any time to disconnect any personal device that the staff member deems a threat to the computer's, network's, or

computer area's smooth operation or the security of the Library and/or its patrons. Failure to comply constitutes a breach of the Library's Patron Behavior policy.

Users who violate this policy or the Patron Behavior policy may be banned from the use of the Library network. A network ban may be undertaken without prior communication with the user and may take the form of restricting a specific user-owned device from the use of the Library's wireless network. The Library takes no responsibility for the loss of work or network time that results from a user's device being banned from network use. Users banned from the use of the network may appeal the ban in writing to the Library Director.

All users assume responsibility for obeying federal and Colorado laws. Any of the following may result in suspension or loss of library privileges, including removal from the Library and/or criminal prosecution or other legal action. It is the Library's policy to report any illegal activities to law enforcement. Unacceptable use of library technology includes, but is not limited to:

- Using computer devices to display sexually explicit images that might be considered immediately offensive to others.
- Using computer devices to access, display, transmit, or disseminate obscene materials (Colorado Revised Statutes § 18-7-101) or child pornography (U.S. Code, Title 18, Section 2256; C.R.S. § 18-6403; C.R.S. § 18-7-502).
- Using the Internet to transmit intimidating, sexually offensive, or harassing messages.
- Unauthorized disclosure, use, or dissemination of personal information regarding minors.
- Gaining unauthorized access to another person's files or attempting unauthorized entry to networks.
- Using another person's library card to access computers or other devices.
- Attempting to alter or damage computer equipment, software configurations, or files belonging to the Library, other patrons, or external networks.
- Installing software on computer devices or running programs that have not been installed by the Library.
- Violating copyright laws or software license agreements.
- Falsification of one's age to gain access to Internet sites.
- Violating the legal protections provided by copyright and licenses to any computer program or database.
- Damaging the software or hardware components of the local or remote computers and/or use of programs that infiltrate a computer system, including uploading of any harmful form of programming, hacking, or the production or use of malware or spam.

Use of the Internet by Minors

All Library computers are filtered; however, filtering software may not block everything that might be considered objectionable. As with other library materials, the parent or legal guardian is responsible for supervising or restricting a minor's access to the Internet.

This policy was last reviewed on April 9, 2025, by the Pitkin County Library Board of Trustees.