



INTERNET, WI-FI, COMPUTER USE, AND FAX POLICY

The Marion Community Library provides public access to internet resources, computers, wireless internet (Wi-Fi), printing, and fax services in support of the library's mission to provide access to information, education, and lifelong learning opportunities for the community.

INTERNET & COMPUTER USE

Access

- Public internet access is available to library patrons.
- Library staff are available to assist patrons with basic computer and internet use; however, staff cannot provide extensive technical support or personal device repair.
- Patrons are expected to use library technology resources responsibly, respectfully, and in accordance with all applicable local, state, and federal laws.

Acceptable Use

Library computers, networks, and Wi-Fi services may not be used for:

- Illegal activities or accessing unlawful materials;
- Attempting unauthorized access to any computer system or network;
- Hacking, bypassing security systems, or interfering with network operations;
- Violating software licensing agreements or copyright laws;
- Harassing, threatening, or disruptive behavior toward others;
- Activities that disrupt library operations or interfere with other patrons' use of the library.

The library reserves the right to end a computer session or deny access to technology resources when misuse occurs.

Internet Content Disclaimer

The internet contains information and opinions from a variety of sources. The Marion Community Library does not monitor or control internet content and is not responsible for the accuracy, completeness, currency, or appropriateness of online materials.

Users access the internet at their own discretion and risk.

Minors and Internet Use

Parents and guardians are responsible for supervising minors' internet use and determining what online content is appropriate for their children.

Internet access on certain public computers may be filtered in accordance with applicable laws and library policy. The library's Wi-Fi network and some circulating devices may provide unfiltered internet access.

Session Limits

Computer sessions may be limited during periods of high demand to ensure equitable access for all patrons.

SECURITY & PRIVACY

- The library will make reasonable efforts to protect patron privacy consistent with applicable laws.
- The library is not responsible for the privacy or security practices of websites, apps, or online services accessed by patrons.
- Users should exercise caution when transmitting personal or financial information over public networks.
- The library is not responsible for damage to personal devices, loss of data, malware exposure, or security breaches resulting from use of library technology resources or Wi-Fi services.
- Patrons may not alter, damage, or attempt to modify library-owned equipment, software, or network settings.
- Downloading or saving files to library-owned computers may be restricted. Patrons are encouraged to save documents to personal storage devices or cloud-based accounts.

PRINTING SERVICES

- Printing services are self-service.
- Payment for printing must be made at the circulation desk.
- Library card holders may print up to five (5) prints free of charge per day.
- Patrons without a library card will be charged \$0.20 per side.
- Both black-and-white and color prints are \$0.20 per side after the free allocation.
- Double-sided and oversized pages count as two sides.
- Patrons are responsible for selecting only the pages they wish to print before submitting print jobs.

FAX SERVICES

- Fax service is outgoing only.
- The library does not accept incoming public faxes.
- Fax service costs \$0.50 per page.
- A transmission confirmation page will be provided to the patron.
- If transmission fails, staff may attempt to resend the fax when appropriate.
- The library is not responsible for failed transmissions, transmission delays, or confirmation errors.

POLICY ENFORCEMENT

Failure to comply with this policy may result in suspension or loss of library technology privileges and may result in removal from the library or involvement of law enforcement when appropriate.

Policy updated/approved by Marion Community Library Association Membership 07/14/2026.

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