Bellmore Memorial Library

Internet, Computer and Printer Use Policy

To fulfill its mission of providing public access to information of all types in a wide range of formats, the Bellmore Memorial Library provides access to Internet resources. The Internet is an ever changing global network that provides many valuable local, national and international sources of information. However, some information found on the Internet may be inaccurate, incomplete, dated or offensive to some individuals. Be aware, as on any public network, privacy is not guaranteed.

Internet Use

Due to the limited resources available for public access to the Internet, the library may set limits, for example, on use of large files or on downloading files in any medium. The library also reserves the right to limit the amount of time an individual user can devote to a single session. The public must comply with all applicable federal, state and local laws, including laws governing the transmission and dissemination of information while accessing the Internet, and with all library policies and procedures.

Users may not:

- Use the network to make unauthorized entry into other computational, information or communication services or resources;
- Distribute unsolicited advertising;
- Invade the privacy of others;
- Make any attempt to damage computer equipment or software;
- Engage in any activity that is harassing or defamatory and/or
- Use the Internet for any illegal activity, including violation of copyright.

Computer Use

The library strives to provide its users with the safest, most democratic and effective use of its resources, including its computers. As a result, the library has developed the following rules regarding the use of public computers.

Users may not:

- Use library computers to access obscene, pornographic or offensive sexual materials;
- Use the library’s network for unauthorized access or “hacking” into any electronic informational or communication services;
- Invade the privacy of others by misrepresenting oneself as another user or attempting to modify or gain access to files, passwords or data belonging to others;
- Modify or tamper with installed software;
- Engage in any activity that is harassing or defamatory and/or
- Deliberately propagate virus or malicious content on or through the library’s network.
Rules Governing Computer Use
- Internet and database users must perform their own searches, though staff may provide assistance as time allows. Limited assistance may also be provided with word processing and other desktop applications. The library provides numerous resources in technology training for beginners.
- Computers shall not be used for any illegal activities.
- Headphones or earbuds are required for listening to any resource with an audio component.
- Two onscreen warnings appear before the library’s public computers shut down. Failure to comply with these warnings will result in the loss of work.
- The computers are automatically shut down 15 minutes prior to the library’s close.

Printer Use
The library provides patrons with the ability to print from our public computers or wirelessly from their own device.
Users may not:
- Use the library’s printers for commercial purposes and/or
- Print obscene or pornographic materials.

The library reserves the right to charge a nominal fee for printing in black & white and color.

Wireless Internet Use
Wireless users are accessing the library’s network and therefore shall comply with the library’s Internet, Computer and Printer Use Policy.

Response to Violations
Failure to comply with library rules and regulations governing Internet, computer and printer use may result in termination of Internet access privileges and/or suspension of library privileges. Unlawful activities will be dealt with appropriately though local law enforcement agencies.

Adopted November 17, 2010
Revised September 22, 2011
Revised May 18, 2021