

Guidelines

Patrons Viewing Objectionable Materials on the Internet

1. **Computer Stations cannot be used for fraudulent or unlawful purpose, including activities prohibited under any applicable federal, Michigan or local laws. Material on the Internet is copyrighted. It is the patrons' responsibility to comply with the federal copyright laws.**
2. **HTPL provides low filtering in compliance with state law.¹ The Internet, even on the library's filtered Computer Stations, may contain information that is controversial, sexually explicit or offensive to some users.**
3. **Parents or guardians, not the library or its Volunteer Staff, are ultimately responsible for monitoring their children's access to Internet information.**
4. **As defined by federal and state law, users shall not access, send, receive or print materials that can be classified as child pornography². Minors may not access, send, receive, print, or be exposed to materials than can be classified as obscene³ or harmful to minors⁴.**

Procedure

1. **Volunteer Staff should deal with complaints at the time they occur.**
2. **Child pornography is illegal under any circumstances. The witness, whether Volunteer Staff or patron, must be willing to file a complaint with the police. The police should be called immediately.**
3. **If the patron is not completely certain that it was child pornography, the steps below should be followed instead:**
4. **Volunteer Staff shall not scrutinize the use of machines by patrons and should only approach if another patron has complained. The exception is a patron who is intentionally or blatantly displaying materials that may be defined as obscene or harmful to minors.**
5. **Let another Volunteer Staff member know you are going to approach a patron about Internet use.**
6. **Try to verify the nature of the complaint, and give the patron a verbal warning and a copy of the Internet Access and Use policy.**
7. **Notify the Library Coordinator (if present) including a description of the patron and the date and time of the incident. If a pattern develops, the Library Coordinator should contact the Library Board President for approval to ban the**

¹ MCL 397.606 *et seq.* Library Privacy Act

² U.S. Code, Title 18, §§ 2256 (1) and (8)

³ Michigan Obscene Material Act, P.A. 343 of 1984

⁴ Michigan Harmful to Minors Act, P.A. 33 of 1978

patron for three months. Subsequent incidents may result in a longer term or permanent ban to be determined by the Library Board.

8. If the patron becomes disruptive or refuses to stop viewing offensive materials, request the patron's name and library card number and ask the patron to leave for the day. If the situation escalates or the patron refuses to leave, Volunteer Staff may call the police and ban the patron for three months. Complete an incident report for the Library Coordinator. The person's name and address should be forwarded to the Library Board so that the patron can be notified in writing.
9. Repeat offenses shall be handled in the same manner, but subsequent bans shall be handled by the Library Board.

Approved: October 12, 2009
Harrison Township Public Library Board of Trustees