

WALKER MEMORIAL LIBRARY
BOARD MEETING AGENDA
January 16, 2020
4:00 – Westbrook Room

1. Call to Order
2. Approval of Minutes of the December Meeting
3. Director's Report and Statistics Sent by Email
4. Unfinished Business With the exception of the following item is postponed until the February Meeting

This public meeting is to approve the Internet Safety Policy.

Walker Memorial Library Internet Safety Policy

I. Policy It is the policy of Walker Memorial Library to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; and (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors.

II. Governance The Children's Internet Protection Act¹ ("CIPA"), enacted December 21, 2000, require recipients of federal technology funds to comply with certain Internet filtering and policy requirements. Libraries receiving funds for Internet access and/or internal connection services must also meet the Internet safety policies of the Neighborhood Children's Internet Protection Act ("NCIPA") which addresses the broader issues of electronic messaging, disclosure of personal information of minors, and unlawful online activities. The Protecting Children in the 21st Century Act, enacted October 10, 2008, adds an additional Internet Safety Policy requirement covering the education of minors about appropriate online behavior.

III. Applicability The Walker Memorial Library receives internet connection via The Maine School and Library Network (MSLN/Networkmaine) which is paid for using federal and state universal service funds and therefore is required to comply with CIPA, which includes having a written policy in place.

IV. Definitions Key terms are as defined in the Children's Internet Protection Act.

A. MINOR. The term "minor" means any individual who has not attained the age of 17 years.

B. TECHNOLOGY PROTECTION MEASURE. The term "technology protection measure" means a specific technology that blocks or filters Internet access to visual depictions that are:
1. OBSCENE, as that term is defined in section 1460 of title 18, United States Code;
2. CHILD PORNOGRAPHY, as that term is defined in section 2256 of title 18, United States Code; or
3. HARMFUL TO MINORS.

C. HARMFUL TO MINORS. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].
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1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
 2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
 3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
- D. SEXUAL ACT; SEXUAL CONTACT. The terms "sexual act" and "sexual contact" have the meanings given such terms in section 2246 of title 18, United States Code.

V. Guidance A. Access to Inappropriate Material

1. To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

2. Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

3. Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of minors, minimized only for bona fide research or other lawful purposes. Adult patrons may lawfully request to bypass the filter by speaking to the Library Director or designated staff representative. At the end of the session, the patron must close the web browser. At no time is it lawful to view child pornography, and the Library is obligated to report any instances of child pornography viewing to the authorities.

B. Inappropriate Network Usage

1. To the extent practical, steps shall be taken to promote the safety and security of users of the Walker Memorial Library online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

2. Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

C. Education, Supervision and Monitoring

1. It shall be the responsibility of all members of the Walker Memorial Library staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and the Protecting Children in the 21st Century Act.

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2. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Library Director or designated representative(s).

Adoption

This Internet Safety Policy was reviewed by City of Westbrook legal counsel September 25, 2019. This policy replaces the Computer Use and Safety Policy approved on September 18, 2014.

Public Comment

Meeting adjourned and moved into a meeting with the Trust Financial Advisors

Next meeting: February 20, 2020