

## **Hopkins County-Madisonville Public Library**

### **Mobile Hotspot Lending Policy**

**Adopted: 4/17/2022**

The Hopkins County-Madisonville Public Library has established a mobile hotspot lending program to provide patrons in our community with high-speed internet access. With this program, students can use the Internet for help with homework and projects, employees can travel with reliable internet access to meetings and presentations, and patrons can have home access to the library's digital resources such as our databases, eBooks, streaming music and movies. Patrons will be able to take advantage of our mobile hotspot lending program with a Hopkins County-Madisonville Public Library card.

The Library is not responsible for any liability, damages or expense resulting from use or misuse of the device, connection of the device to other electronic devices, or data loss resulting from use of device. All aspects of the Hopkins County-Madisonville Public Library Internet Access and Safety Policy apply when using a library hotspot. Any use of the device for illegal purposes, unauthorized copying of copyright-protected material in any format, or transmission of threatening, harassing, defamatory or obscene materials is strictly prohibited.

The library has no control over material on the Internet and cannot be held responsible for its content. An Internet filter is applied to library hotspots to protect against visual depictions that are obscene, child pornography or harmful to minors as defined in the Child Internet Protection Act [Pub. L. No. 106-554]. Users should be aware that no filter is one hundred percent effective. It is the responsibility of parents/ guardians/ caregivers, not the library, to determine what is appropriate for their minor children; parents/ guardians/ caregivers are responsible for any information accessed or observed by their minor children while using library hotspots.

Mobile hotspots may be borrowed by Hopkins County-Madisonville Public Library adult card holders with library cards in good standing (i.e. library card is not blocked due to unpaid fines or lost material). Borrower must use their own library card. Checkout is limited to ONE per household at any given time. The Library reserves the right to refuse service to patrons who abuse equipment or who are repeatedly late in returning electronic devices.

Hotspots may be borrowed for 30 days with a 5-day grace period and 1 renewal. Hotspots may also be reserved. They must be returned in person to the Circulation Desk and NEVER in the book drop. If damage to the device is discovered by Library staff, these costs will be added to the patron's account. If a hotspot is not returned, the borrower will be charged an \$85 replacement cost.

#### **Guidelines for Borrowing and Use**

- Hotspots can only be checked out and returned to the circulation desk. DO NOT USE THE BOOK DROP.

- Borrowers must have a valid adult library card and be in good standing with the Library.
- Hotspots check out for thirty (30) days with a five (5) day grace period.
- Only one (1) hotspot available per household.
- Borrowers, along with a library staff member, will verify that all accessories are present at the time of checkout and check-in (case, device, micro USB cable, power adapter, instructions.)

### **Fees and Liability**

When the hotspot reaches 1 day past due it will be deactivated, rendering the device unusable. The borrower is responsible for the costs associated with any damage or loss of the hotspot and all accessories due to neglect or abuse. The complete replacement cost for the hotspot is \$85. Individual replacement fines are as follows: Hotspot - \$60, Case - \$5, Micro USB cable - \$10, Power Adapter - \$10.

### **Proper Care and Use**

- As with any electronic device, do not leave the hotspot in a hot vehicle for an extended period of time.
- Do not remove the sim card for any reason.
- If the hotspot prompts you to update its software you may accept. The software update should only take a few minutes.
- Do not leave the hotspot plugged in. Once it is fully charged, unplug it and let the battery run down before charging again. Please return the hotspot fully charged.
- Hotspots can only be checked out and returned to the Hopkins County-Madisonville Public Library circulation desk. **DO NOT USE THE BOOK DROP.**
- Internet access via library hotspots and the quality of access are subject to the availability of cell phone coverage, over which the library has no control.