

# Board of Supervisors

**Patrick G. Call**  
Chairman

**Ann English**  
Vice-Chairman

**Richard R. Searle**  
Director



**Michael J. Ortega**  
County Administrator

**James E. Vlahovich**  
Deputy County Administrator

**Katie A. Howard**  
Clerk

**AGENDA FOR LIBRARY DISTRICT MEETING**  
**Tuesday, January 25, 2011 at 10:00 a.m.**  
**BOARD OF SUPERVISORS HEARING ROOM**  
**1415 MELODY LANE, BUILDING G, BISBEE, AZ 85603**

**ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION**

**ROLL CALL**

*Members of the Cochise County Board of Supervisors will attend either in person or by telephone, video or internet conferencing.*

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## **CONSENT**

### **Board of Supervisors**

1. Approve the Minutes of the Library District Board meeting of December 21, 2010.

### **Library**

2. Approve the Internet and Wireless Use Policy for the Cochise County Library District.

## **CALL TO THE PUBLIC**

*This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda.*

Pursuant to the Americans with Disabilities Act (ADA), Cochise County does not, by reason of a disability, exclude from participation in or deny benefits or services, programs or activities or discriminate against any qualified person with a disability. Inquiries regarding compliance with ADA provisions, accessibility or accommodations can be directed to Chris Mullinax, Safety/Loss Control Analyst at (520) 432-9720, FAX (520) 432-9716, TDD (520) 432-8360, 1415 Melody Lane, Building F, Bisbee, Arizona 85603.

## **"PUBLIC PROGRAMS, PERSONAL SERVICE"**

**Library District Meeting**

**Date:** 01/25/2011

**Minutes**

**Submitted By:** Katie Howard, Board of Supervisors

**Department:** Board of Supervisors

**Presentation:** No A/V Presentation

**Document Signatures:**

**NAME** n/a  
**of PRESENTER:**

**Mandated Function?:**

**Recommendation:**

**# of ORIGINALS**

**Submitted for Signature:**

**TITLE** n/a  
**of PRESENTER:**

**Source of Mandate  
or Basis for Support?:**

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**Agenda Item Text:**

Approve the Minutes of the Library District Board meeting of December 21, 2010.

**Background:**

Minutes

**Department's Next Steps (if approved):**

Route signed Minutes to Recorder's for microfilming & file.

**Impact of NOT Approving/Alternatives:**

n/a

**To BOS Staff: Document Disposition/Follow-Up:**

Route signed Minutes to Recorder's for microfilming & file.

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**Attachments**

12.21.10 LIB Minutes

**PROCEEDINGS OF THE MEETING OF THE  
COCHISE COUNTY LIBRARY DISTRICT  
BOARD OF DIRECTORS  
DECEMBER 21, 2010**

A regular meeting of the Cochise County Library Board of Directors was held on Tuesday, December 21, 2010 at 10:00 a.m. in the Hearing Room of the Cochise County Board of Supervisors, 1415 Melody Lane, Building G, Bisbee, Arizona. In attendance were Patrick Call, Chairman; Ann English, Director; Richard Searle, Director; Mike Ortega, County Administrator; Britt Hanson, Chief Civil Deputy Attorney; and Katie Howard, Clerk of the Board.

**THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING**

Chairman Call convened the meeting at 10:00 a.m.

**ROLL CALL** – All three directors were present.

**CONSENT**

**ITEM 1**

APPROVE A 2-YEAR CONTRACT WITH VALLEY TELECOM GROUP FOR TWO HIGHSPEED DSL LINES AND ONE TELEPHONE LINE AT THE MYRTLE KRAFT LIBRARY IN PORTAL.

**ITEM 2**

APPROVE THE MINUTES OF THE LIBRARY DISTRICT MEETING HELD ON NOVEMBER 30, 2010.

Director English made a motion to approve items 1 and 2 of the Consent Agenda. Director Searle seconded the motion and it carried unanimously.

**CALL TO THE PUBLIC** – Chairman Call opened the Call to the Public. No one wished to address the Board and Chairman Call closed the Call to the Public.

There being no further business, Chairman Call adjourned the meeting at 10:02 a.m.

APPROVE:

\_\_\_\_\_  
Patrick Call, Chairman

ATTEST:

\_\_\_\_\_  
Katie Howard, Clerk of the Board

**Library District Meeting**

**Date:** 01/25/2011

**Internet and Wireless Use Policy**

**Submitted By:** Lise Gilliland, Library

**Department:** Library

**Presentation:** No A/V Presentation

**Recommendation:** Approve

**Document Signatures:** BOS Signature NOT Required

**# of ORIGINALS** 0

**Submitted for Signature:**

**NAME of PRESENTER:** Lise Gilliland

**TITLE of PRESENTER:** Director

**Docket Number (If applicable):**

**Mandated Function?:** Not Mandated

**Source of Mandate or Basis for Support?:**

**Agenda Item Text:**

Approve the Internet and Wireless Use Policy for the Cochise County Library District.

**Background:**

The current Internet Use Policy was adopted by the Board of Supervisors on January 5, 1998 and revised on August 27, 2002. The new Internet Use Policy includes a statement about filtering. The Wireless Use Policy is a new policy that addresses wireless use at the Library District Branches. The Internet and Wireless Use Policy is attached.

Libraries that receive Federal funding, including Erate reimbursements, are required to follow CIPA (Children’s Internet Protection Act) regulations. CIPA imposes certain types of requirements on any library that receives funding for Internet access or internal connections from the Erate program. Libraries must certify that they have an Internet safety policy that includes technology protection measures.

**Department's Next Steps (if approved):**

The Library District will install the Filter on all PCs at the Branch Libraries and on PCs at District Headquarters.

**Impact of NOT Approving/Alternatives:**

NA

**To BOS Staff: Document Disposition/Follow-Up:**

No signature is required.

**Attachments**

Internet Policy

Cochise County Library District  
Internet and Wireless Use Policy

Cochise County Library District offers public access to the Internet as an integral part of information services. The library has no control over information available through the Internet and is not responsible for the quality, accuracy, authority, or timeliness of the content; the use of information found on the Internet by members of the public; or any harm resulting from use of the Internet, including but not limited to loss of privacy, damages, or loss of information.

Guidelines for Usage:

- ❑ The Library District uses blocking or filtering software to meet the requirements of ARS §34-501 and 34-502 and the Children’s Internet Protection Act (Public Law 106-554, December 21, 2000) by blocking access to inappropriate matter on the Internet. If a patron wishes to access a site that is blocked by filtering software, that patron may request Library staff to unblock the site.
  
- ❑ Children 17 and under must have a signed parental permission slip on file before using the library’s computers for Internet access to any source other than the library’s catalog or subscription databases.

The Library District is concerned that children have a safe and enriching Internet experience. We provide links to child-friendly sites on our website (<http://cochise.lib.az.us>) as well as both printed and online guidance for parents. Library staff and volunteers make reasonable efforts to assist users of all ages who are in search of information or learning how to use computers.

As with other library materials, it is the responsibility of the parents/guardians, not the library, to restrict their children’s access to online materials that are harmful to minors as defined in ARS 13-3501 (1). Parents should accompany young children to the library and establish rules and expectations for older children that are in accord with family values.

- ❑ Users are held responsible for their actions while using library computers to access the Internet. Unethical or illegal use of computer resources is prohibited, including, but not limited to the following:
  - using the computer to gain or attempt to gain unauthorized access to other computers or computer systems;
  - using the network for any illegal activity, including violation of copyrights, trademarks, distribution of stolen property, or violation of other contracts;
  - modification or destruction of or damage to equipment, software, or data belonging to the library (ARS 13-2316) or attempting such action;
  - public display of explicit sexual materials (ARS 13-3501, 13-3506, 13-3507, 13-3508);

## Wireless Internet Use Policy

### Guidelines for Usage:

The Library does not filter the content of wireless Internet access. The Library is not responsible for the content, accuracy or availability of any external sites.

Parents or guardians, not the Library or its staff, are responsible for the Internet information selected and/or accessed by their children. Parents may wish to supervise their children's Internet sessions or purchase filtering software for their computer.

Wireless connections are not secure. Users should not transmit credit card information, passwords or any other sensitive personal or business information over the Library's wireless network. Anti-virus and security protection are the responsibility of the patron.

The Library is not responsible for any loss of data, or for theft or damage to personal equipment or software.

Library staff cannot provide technical assistance on using the Library's wireless network. Users should refer to their owner's manuals or other support services offered by their device manufacturer.

There is no guarantee that a wireless connection can be made or maintained.

The Library assumes no responsibility for any alterations or interference with a computing device's configurations, operation or data files resulting from connection to the Wireless network.

The Library reserves the right to terminate a wireless Internet session at any time.

