



FARMINGTON PUBLIC LIBRARY

Public Use of Technology Policy

Approved by Library Advisory Board – February 2020

Next review February 2022

Managed by Library Director, Computer Support Supervisor and/or their designee

GENERAL PRINCIPLES

1. Background

- a. The Farmington Public Library provides access to a variety of Gaming Systems (for example; Xbox, PlayStation, Oculus VR Headsets, Switch) and Maker Technology educational equipment (for example; 3D Printer, CNC Router, Laser Engraver/Cutter) at no charge to library patrons. This access honors the fundamental library dedication to patron learning by providing access to technology that many patrons would not have any other chance to access.

2. Liability

- a. The Farmington Public Library's Technology may only be used for lawful purposes. They may not be used for purposes that:
 - i. Are prohibited by local, state, or federal law;
 - ii. Are unsafe, harmful, dangerous, or which pose an immediate threat to the well-being of others;
 - iii. Are inappropriate for the library environment; or
 - iv. Violate another person's property rights. (For example, the 3D printers will not be used to reproduce objects or materials that are subject to copyright, patent, or trademark protection.)
- b. Patrons are responsible for any damage that occurs to any equipment during use

3. Violations

- a. Any unacceptable act, safety violation, abuse, or damage to equipment, may result in the loss of library privileges, criminal prosecution, or other legal action.

4. Access

- a. Priority for Library Technology equipment use will be given to library programs and events.

TEEN GAMING EQUIPMENT

1. Purpose

- a. Teen Gaming equipment is offered to make the library enticing to teens, to encourage them to visit the library and to develop a love of books, reading and libraries.

2. General description



- a. The Farmington Public Library owns a variety of gaming systems including Xbox, PlayStation, Switch, Gaming PC, Oculus VR Headsets, Pi Arcade, Etc.
- 3. Training**
 - a. No training Required
- 4. Availability**
 - a. The Farmington Public Library welcomes youth ages 13-19 to use the Gaming System used in the Teen Zone. Special events, programs, and tournaments may include adult participation.
 - b. Teens must have a valid Farmington Public Library card in good standing. In addition, during the summer months, teens must be registered for the summer reading program.
 - c. Game playing will be limited to 30 minutes (1/2-hour). If no one is waiting to use the system, play may continue.
 - d. Patrons using the Gaming System must be willing to end the game when requested by Teen Zone staff.
- 5. Etc.**
 - a. Patrons must use the games, controllers and other accessories available in the Teen Zone.
 - b. No outside games will be played in the Teen Zone.
 - c. Patrons are asked to respect others and keep the volume and noise level low. No vulgar, foul, or inappropriate language or actions will be tolerated. If Teens do not keep within these guidelines they will lose gaming privileges for the day. If there are continued problems, further action will be taken.
 - d. A list of games will be provided online.
 - e. Games and accessories will be kept in the Teen Zone locked cabinet when not in use.
 - f. Patrons are asked to treat the equipment gently. Patrons who do not treat equipment gently will be asked by Teen Zone staff to stop for the day. Patrons who repeatedly abuse equipment will have his/her Gaming System privileges revoked.
 - g. Inventory of the gaming accessories will be taken daily by Teen Zone staff.
 - h. The Teen Zone Gaming System can only be used throughout the day when staff is working the Teen Zone.
 - i. Gaming System will be shut down one hour (1 hr.) before library closes.

MAKER TECHNOLOGY

- 1. Purpose**
 - a. The library provides patron access to Maker Technology educational equipment for educational purposes only, not for production service.
- 2. General Description**



- a. - The Farmington Public Library provides access to a variety of Maker Technology educational equipment (for example; 3D Printer, CNC Router, Laser Engraver/Cutter) at no charge to library patrons. This access honors the fundamental library dedication to patron learning by providing access to technology that many patrons would not have any other chance to access.

3. Training

- a. Training is required for each individual piece of Maker Technology. Training is offered at no charge. (See library event calendar or library staff for available training times.)

4. Availability

- a. The library's Maker Technology educational equipment are provided equally to all library patrons, who have completed the required training, and have a valid Farmington Public Library card in good standing.
- b. Maker Technology equipment is available on a first-come, first-served basis and coordinated by the Farmington Public Library staff. The Farmington Public Library will not be liable for functional failure, of or injuries or property damage caused by objects or materials made through the use of the Maker Technology equipment. The library strongly recommends that the Maker Technology machines equipment not be used to make things that could prove harmful, or that would result in significant cost to the user if they fail.
- c. All visitors to the Library are required to follow the Library's *Acceptable Behavior Policy* and the *Computer and Internet Policy*. A parent (or legal guardian) may be required to accompany children while he or she is using Technology equipment.

5. Disclaimer

- a. Use of the Farmington Public Library Maker Technology facilities, tools, equipment, and materials is entirely voluntary on the part of the individual. Use involves various inherent hazards, dangers, and risks, including without limitation, and only by way of example, the risk of trips, slips and falls; cuts, broken bones, burns, and other wounds to hands, head, feet, eyes and other body parts; serious personal injury and illness, paralysis, permanent disability, and even possibly death; electrical shock; impalement; exposure to dust, fumes, smoke, noise, and vibrations; and accidents due to negligence of other users or Library personnel or vendors, or due to defective or inadequate facilities, equipment, tools, machinery, materials, or due to inadequate maintenance or repair, training, instructions, supervision, first aid and medical treatment, or safety gear.

6. Etc.

- a. Depending on the project, patrons may be required to provide their own materials. Materials must be approved by trained library staff prior to use.
- b. The project file must be submitted in the proper format for the specific machine equipment.



- c. Trained Library staff will review every project file before it is processed, and the library reserves the right to refuse any maker machine request. Production time, size, and library appropriateness are all considered when considering a maker machine submission.
- d. Only one job request per person will be accepted and processed at a time.
- e. It is the responsibility of the requesting patron to design his or her own creation and prepare it for processing.
- f. The patron must be present for the final preparation and supervise the progress of the Maker Technology equipment.