



# Nevins Library

## Hotspot Lending Policy

### **Policy Statement**

In order to provide our community with equitable internet access at home to foster education, intellectual curiosity, and answer the needs of day-to-day life in the information age, the Nevins Library is proud to provide mobile hotspots to our patrons for personal, non-commercial use.

### Our hotspot collections

The Nevins Library has two separate collections of hotspots for use by the public: the standard collection and the express collection. Hotspots in the standard collection can be placed on hold and borrowed for three weeks. Hotspots in the express collection cannot be placed on hold, and can be borrowed for one week only.

### Who can borrow a hotspot?

Any patron from an MVLC library may check out a hotspot. All holds must be picked up in person at the library and returned directly to the Reference desk. Patron registration in the library system is required.

Hotspot borrowers must be 18 years old and in good standing with the library.

Only one hotspot is allowed per household. Each hotspot will support up to 10 connected devices.

### Placing holds

Hold on standard hotspots will be held for 1 week at the Reference desk. After the hold period is over, the hotspot will be offered to the next patron on the hold list. Hotspots may be reserved through the library catalog (<https://tinyurl.com/nevinshotspot>) or by calling the reference desk at 978-686-4080, ext. 12 during normal business hours.

Express hotspots cannot be placed on hold.

### Checkouts

Standard hotspots may be borrowed for 3 weeks. Express hotspots may be borrowed for one week. Renewals are not permitted. Hotspots must be returned to the reference desk of the library (please do not leave them in the book drop or return to another library), and they may not be checked out again for at least a 24-hour period.

### Fines & Fees

If the hotspots are not returned by the due date, the hotspot will be shut off remotely and borrowers will be fined \$5 per day up to \$35.

#### Loss or Damage

If the hotspot is damaged or not working, return it to the reference desk as soon as possible. Report any damage to library staff. Lost and damaged equipment will incur replacement fees. The fee for replacement of the hotspot plus the case will be \$100. Replacement of just the hotspot alone will be \$60. Replacement of the charging adapter or case will be \$20 for each component.

#### Returning the Hotspot

Hotspots must be returned to the reference desk. Do not place hotspots in the book drop. When returning the devices, please make sure that the hotspot, power cord, AC adapter, and case are in the same good working condition as they were when it was checked out. If the hotspot is overdue, service will be turned off without notice and the hotspot will become unusable.

#### Acceptable Use

Borrowers will adhere to the library's Internet Acceptable Use policy when using the mobile hotspot:

“The Nevins Library provides Internet/Wifi Access as an important resource for valuable information. Due to the unique nature of this tool, patrons are advised to use care and good judgment when online. The Library does not use any means of filters to access user information, but may monitor usage. Parents are urged to supervise their children's time on the internet and to educate them regarding safe online practices. Patrons are reminded that the Library's computer terminals are located in public areas shared with staff members and patrons of all ages, backgrounds, and sensibilities. Individuals are expected to show respect for the sensibilities of others when accessing potentially sensitive material.

Please don't send, receive, or display text or graphics which may be deemed pornographic according to state, local, or federal laws.”

The full policy can be accessed here:

<https://www.nevinslibrary.org/services/internetwifi-access/>

While checked out, the hotspot remains the responsibility of the borrower. Borrowers should not lose control of the device by lending to friends, family, or associates. Any attempt to alter the configuration of the hotspot is strictly prohibited and may result in loss of borrowing privileges.

Borrowers are also bound by service provider Mobile Beacon's Permitted User Minimum Terms of Service, which can be viewed on their website: <https://www.mobilebeacon.org/permitted-user-minimum-terms-of-service/>

### Help

If you experience problems using the hotspot, you may call the reference desk at 978-686-4080, ext. 12 or send an email to [nevinsref@nevinslibrary.org](mailto:nevinsref@nevinslibrary.org).

### **Disclaimers**

No data filtering has been applied to these hotspots. Be mindful of online safety for yourself and any children using the hotspot, and see our Acceptable Uses above.

The Nevins Library is not responsible for any files, data, or personal information accessed/transmitted using the hotspot.

The library will have no liability for direct, indirect, or consequential damages related to the use of the mobile hotspots, including loss of data or privacy invasions. Those who use the hotspots do so at their own risk and assume full liability for their actions.

Hotspot users are accessing the internet through a third party network, not the library's network.

Illegal acts involving library equipment or services may also be subject to prosecution.