

Policy: 509

Subject: Hotspot Lending

Reviewed: 08/12/2020

Approved: 08/26/2020

- 1) The Milford Public Library was granted CARES Act funds for the purpose of purchasing mobile hotspots for public lending. Under the CARES Act, the Institute of Museum and Library Services (IMLS) was granted funds administered through the Library of Michigan “to expand digital network access, purchase internet accessible devices, and provide technical support services.”
- 2) The Milford Public Library has purchased a number of hotspots for public lending in order to promote expanded access to digital networks for remote learning and to provide access to digital library or other services.
- 3) For the purposes of clarity, a circulating “hotspot” includes the hotspot device itself as well as any attendant hardware and a case. Hotspots are mobile devices that allow people to access the internet through cell tower technology available through the library’s data provider where internet access is absent or unreliable.
- 4) Lending
 - a) In order to borrow a library hotspot, patrons must be Milford Public Library card holders in good standing, and agree to the following terms and conditions:
 - i) Hotspots will be lent out for a period of 14 days with one renewal period if the device is not on hold for another patron.
 - ii) One device per household
 - iii) Holds are allowed
 - iv) Hotspots must be returned inside the library and not placed in the library’s inside or outside book return. Hotspots will be checked for all attendant equipment before they are discharged from the patron’s record.
- 5) Overdues
 - a) An \$85.00 replacement cost will be charged for hotspots more than 30 days overdue in addition to the cost of the circulating case.
 - b) Overdue hotspots will be deactivated 3 days after the hotspot is due.
- 6) Hotspots can only be used in the United States.
- 7) Parents or legal guardians are responsible for the use of hotspots by minors. Hotspots are filtered in compliance with the Children’s Internet Protection Act (CIPA).
- 8) User experience can vary based on location. The Milford Public Library is not responsible for personal information shared over the internet or for information or websites accessed. The Library is not responsible for any liability, damages, or expense resulting from the use of the hotspot.