

CEDAR FALLS PUBLIC LIBRARY ICN Policy

The Cedar Falls Public Library's ICN classroom is available to any authorized ICN user on a first come, first served basis through the scheduling process. "Authorized users" are defined in Chapter VII of the "Iowa Administrative Rules." The Cedar Falls Public Library reserves the right to cancel any scheduled activity when circumstances warrant such measures.

The Iowa Communications Network (ICN) is a limited access network and cannot be used for profit making. The user may not resell time on the network.

The ICN classroom is open during the library's normal business hours. It is not available on Sunday.

The authorized user is responsible for all telecommunications charges incurred for the use of the room.

To inquire about scheduling contact ICN at 515-323-4402 or visit the Iowa Database website at www.iptv.org/iowa_database/.

The Cedar Falls Public Library is not responsible for any unscheduled interruption of an ICN session or the cancellation of a session by the ICN or a host site.

Use of the ICN classroom equipment is limited to library staff or those previously trained in its use. Such training can be scheduled with authorized library staff at least 24 hours in advance of the ICN event and will be conducted by authorized library staff only during regular library hours.

An authorized user of the ICN classroom must comply with the "American Disabilities Act" and is responsible for providing interpreters or auxiliary aids, if requested. The user assumes the cost of reasonable accommodations.

The authorized user is financially responsible for any damage or loss to the Cedar Falls Public Library or ICN property. Misconduct or damage to the property may result in immediate termination of the meeting or event and are grounds for refusal of future requests to use the room.

Permission to use the ICN classroom does not imply endorsement of, or agreement with, the purpose(s) or the expression of any individual or organization by the Cedar Falls Public Library.

Use or transmission of copyrighted materials without prior approval of the copyright owner is strictly prohibited. Appropriate use of copyrighted material is the responsibility of the authorized user, not the Cedar Falls Public Library.

Food and non-alcoholic beverages are allowed in the room. Users are responsible for cleaning the room after use.