

NET 1 Network and Telecommunications Policy

Adopted by the Lakeland Library Cooperative Board November 9, 2006

The Lakeland Library Cooperative maintains a network infrastructure for both its members and the public to access Lakeland Library Cooperative services and Internet resources.

NET 1.1 Lakeland Network Services

1.1.1 Network Services

Lakeland Library Cooperative provides a network designed around shared access to the Internet and/or Lakeland Library Cooperative services. Services include, but are not limited to, leased circuits, firewall, IP address, antivirus and web filtering, intrusion detection and intrusion prevention, bandwidth management, Email, web, DNS and the ILS systems including the OPAC, database, training and telephone renewal services.

1.1.2 Effect of Member Systems on Lakeland Library Cooperative Network

The Lakeland Library Cooperative network is designed around shared access by member libraries to the Lakeland Library Cooperative resources and the Internet. The Lakeland Library Cooperative network is designed around Lakeland Library Cooperative and its member libraries systems. This includes systems owned and operated by Lakeland Library Cooperative or a member library. Expanding any network to include systems outside those owned and operated by Lakeland Library Cooperative or a member library may have a dramatic effect on the overall network, including the availability, efficiency and security of the Lakeland Library Cooperative networks.

1.1.3 Network Stability

Lakeland Library Cooperative encourages its members to discuss their network configurations and needs, both current and future, in the interest of providing a stable and secure network.

NET 1.2 Lakeland Security

1.2.1 General

The Lakeland Library Cooperative monitors traffic from networks connecting to Lakeland Library Cooperative for the purpose of securing data to/from member libraries and the public.

1.2.2 Security Methods

Lakeland Library Cooperative implements different security processes for the Lakeland network and adjusts those processes as needed. Security processes include, but are not limited to, virus scanning, intrusion and exploit detection/prevention, IP address assignment, and port and bandwidth management.

1.2.3 Non-Lakeland Access

Expanding network access to systems not owned, managed and located at Lakeland Library Cooperative HQ or a member library to the Lakeland Library Cooperative networks is limited. Access by either wired or wireless connectivity may be restricted by, but not limited to, type, time, and bandwidth.

1.2.4 Security Action

Lakeland Library Cooperative tracks and if needed, takes action upon issues that may affect the security of Lakeland Library Cooperative networks.

NET2 Universal Service Fund (USF) Responsibilities

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2.1.1 General

Members connecting to Lakeland Library Cooperative through a Lakeland Library Cooperative managed circuit can request Lakeland Library Cooperative to file for USF funding. Members will need to certify that they comply with all requirements for filing to Lakeland Library Cooperative. Members connecting through any other way are responsible for filing for any USF funds.