

GOSTEN PUBLIC LIBRARY - 2008

GENERAL LIBRARY POLICIES (continued)

V. CONFIDENTIALITY STATEMENT

In recognizing the Library's position of special trust with members of the public, the Board wishes to clarify its policy and responsibilities with regard to confidential information about patrons (and patron use of library resources) that comes into the Library's possession.

As the choice of books and other library materials, along with the use of the informational resources of the Library is essentially a private endeavor on the part of each individual patron, the Library shall make every reasonable and responsible effort to see that information about that patron and his choices remains confidential. For people to make full and effective use of library resources they must feel unconstrained by the possibility that others may become aware of the books they read, the materials they use, or the questions they ask. The awareness of existence of such a possibility inhibits free usage of the library, its resources and facilities, and is contrary to the American Library Association (ALA) Library Bill of Rights and the Freedom to Read Statement, (see

Appendices B and C)

Therefore, the Board has adopted the following guidelines concerning the disclosure of information about library patrons, to wit, no information shall be disclosed regarding or including:

- A patron's name (or whether an individual is a registered borrower or has been a patron).
- A patron's address.
- A patron's telephone number.
- The Library's circulation records and their contents.
- The Library's borrowers records and their contents.
- The number or character of questions asked by patrons.
- The frequency or content of a patron's lawful visits to the Library or any other information supplied to the Library (or gathered by it) shall not be given, made available or disclosed to any individual, corporation, institution, government agency or agency without a valid process order or subpoena or search warrant. Upon presentation of such a process order or subpoena, the Library shall resist its enforcement until such a time as proper showing of legal entitlement has been made in a court of competent jurisdiction.