St. Paul Municipal Library Policy Manual

Confidentiality of User Records

- It is the policy of the Board to ensure and respect the confidentiality of the patrons and their membership records and to consider any library records to be confidential in nature.
- The Board recognizes that all library records exist for the sole purpose of protecting public property and are not to be used to identify the types of materials used by individual library patrons.
- Library records will be available to local, provincial or federal governments, including law enforcement officials with a subpoena, process or order pursuant to the law, provided that the order is in proper form.
- Before commencing their duties, all Board Trustees, staff members and volunteers will sign a confidentiality agreement.

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