

12. CONFIDENTIALITY OF USER RECORDS POLICY:

- A. The County of St. Paul No. 19 Library Board's Board Members and Library Staff are subject to the Freedom of Information and Protection of Privacy Act (FOIPP) and Libraries Act.
- B. All Patron records will be kept confidential but may be shared with resource sharing Libraries for the purposes of collecting fines and retrieving borrowed materials. When Library Members are registered, they will sign a card acknowledging that their contact information will be available to other Libraries for these purposes.
- C. Library Board Members, Staff and Volunteers will hold all personal information on Staff and Patrons (including Patrons of any other Libraries) in confidence except when required by law.
- D. No records are kept of the frequency or content of visits to the Library by specific Patrons.
- E. Staff and Volunteers are discouraged from discussing the reading habits of Patrons.

Date

Board Chairperson