

CONFIDENTIALITY OF LIBRARY and PATRON RECORDS

The Hazeltine Public Library follows the New York State Confidentiality Laws to protect the right of library users. This law prohibits the release of any information relating the name of a person and his/her library use without a properly executed subpoena from a court of law. Under this law, librarians cannot:

- tell a third party whether a person has a library card
- write the name of a borrower on a book card which is placed in the book
- tell a parent what his/her child has borrowed, even if it is overdue
- send a reserve notice or overdue reminder on a postcard
- reveal the nature of someone's reference question to another person

Library records: According to the laws of the State of New York, section 4509, "library records which contain names or other personally identifying details regarding the users of public, free association, school college and university libraries and library systems of this state.... shall be confidential and shall not be disclosed except that such records may be disclosed to the extent necessary for the proper operation of such library and shall be disclosed upon request or consent of the user or pursuant to subpoena, court order or where otherwise required by statute."

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6/4/2021 matches hard copy in policy book