

11.15 Confidentiality of Library Records

Because the library must maintain trust with members of the public, the Board of Directors of the Tonganoxie Public Library shall make every reasonable and responsible effort to see that information about patron and individual information choices remain confidential. Therefore, the Board of the Tonganoxie Public Library has adopted the following guidelines concerning the disclosure of information about library patrons:

No information 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 visits to the library or any other information supplied to the library, or gathered by it shall be given, made available or disclosed to any individual, corporation, institution or government agency without a valid process, order or subpoena. Upon presentation of such a process, order or subpoena, the library shall resist its enforcement until such time as a proper showing of good cause has been made in a court of competent jurisdiction.