

Confidentiality of Library Records

The Seneca Falls Library supports and complies with New York State Law (§4508 of the Civil Practice Law and Rules; Chapter 112 of the Laws of 1988, citation below) with respect to the confidentiality of library records. All records relating to an individual patron's use of the Library and its resources are confidential. Those records may be consulted and used by library staff in the course of carrying out Library operations, but will not be disclosed to anyone other than the patron except upon the patron's request, or pursuant to subpoena or court order, or as otherwise required by law. That disclosure may be made only by the Library Director in consultation with legal counsel.

New York State Civil Practice Law & Rules 4509, Chapter 112, Laws of 1988: § 4509. Library records. 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, including but not limited to records related to the circulation of library materials, computer database searches, interlibrary loan transactions, reference queries, requests for photocopies of library materials, title reserve requests, or the use of audio-visual materials, films or records, 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.

History:

Approved Sept. 18, 2017

Reviewed and readopted by the Board of Trustees on April 18, 2022