

CONFIDENTIALITY OF LIBRARY USER RECORDS

Summary

The library's circulation records and other records identifying the names of library users are confidential. (RSA 201-D:11)

Policy

The library's circulation records and other records identifying the names of library users are confidential. (RSA 201-D:11)

The Trustees, Director or staff shall not make these records available to any agency of the state, federal or local government without consent or by subpoena, court order, or where otherwise required by statute.

Upon receipt of such process, order, or subpoena, the Library Director will consult with the attorney for the Town of Windham to determine if such process, order, or subpoena is in proper form and if there is a showing of good cause for its issuance. If the process, order, or subpoena is not in proper form or if good cause has not been shown, the Director will insist that such defects be corrected.

Reviewed and approved: October 20, 2015 by the Nesmith Library Board of Trustees.