

CARVER COUNTY LIBRARY
BOARD POLICY

Section: LB 5
Page 1 of 1

DATA PRIVACY OF
LIBRARY RECORDS

Date Approved: 3/8/2016
Previous Policy Dated: 11/13/2012
Review: 3/2019

Carver County Library Data Privacy Policy and procedures are based on the Minnesota Data Practices Act., Minn. Stat. Sec. 13.40, Subd. 2 **Private data; library borrowers** states:

(a) Except as provided in paragraph (b), the following data maintained by a library are private data on individuals and may not be disclosed for other than library purposes except pursuant to a court order:

(1) data that link a library patron's name with materials requested or borrowed by the patron or that link a patron's name with a specific subject about which the patron has requested information or materials; or

(2) data in applications for borrower cards, other than the name of the borrower.

(b) A library may release reserved materials to a family member or other person who resides with a library patron and who is picking up the material on behalf of the patron. A patron may request that reserved materials be released only to the patron.

All Library employees are advised that such records shall not be made available to any agency of the state, federal or local government except pursuant to such process, order, or subpoena as may be authorized under the authority of, and pursuant to, federal, state or local law relating to civil, criminal, or administrative discovery procedures or legislative investigatory power.