

## **CONFIDENTIALITY OF LIBRARY RECORDS**

1. The Garner Library Board of Trustees recognizes that the circulation records of this library are confidential in nature and advises all library employees that such records shall not be made available to anyone including any agency of federal, state or local government except pursuant to federal, state or local law relating to civil, criminal, or administrative investigatory power.
2. Iowa Public Records Law (Iowa Code, Ch. 22.7) specifically exempts library records from being open records if those records would reveal the identity of the library patron checking out or requesting an item from the library. Thus, registration records or any other records, which when used in conjunction with circulation records would reveal the identity of the patron checking out or requesting materials, would also be exempt from public scrutiny.

### **Section 22.7 Confidential records**

The following public records shall be kept confidential, unless otherwise ordered by a court, by the lawful custodian of the records, or by another person duly authorized to release such information:

13. The records of a library which, by themselves or when examined with other public records, would reveal the identity of the library patron checking out or requesting an item from the library. The records shall be released to a criminal or juvenile justice agency only pursuant to an investigation of a particular person or organization suspected of committing a known crime. The records shall be released only upon a judicial determination that a rational connection exists between the requested release of information and a legitimate end and that the need for the information is cogent and compelling.
3. The lawful custodian of the records is the Director of the Library.