

PARCHMENT COMMUNITY LIBRARY  
BOARD OF TRUSTEES  
PRIVACY OF PERSONAL RECORDS POLICY

A personal library record is a document, record, or other method of storing information retained by the library that identifies a person as a library user or as having requested or obtained specific materials from the library or other sources.

This library shall not release or disclose a library record or portion of a library record to any person or persons without the notarized, written consent of the person identified in that record or unless presented by a duly authorized search warrant, or unless library records are seized under the provisions of the USA PATRIOT Act (Public Law 107-56).

The regulation of the use of library materials in the Parchment Community Library shall be determined by the professional librarians utilizing policies of the Board.

Approved February 10, 1987  
Amended January 14, 1992  
Amended November 22, 2005