

PATRON PRIVACY AND CONFIDENTIALITY

The MACLD Board of Trustees, in recognizing the Library's position of special trust with members of the public, ascribes to the confidentiality of Library and patron records. Staff, volunteers, and the Library Board of Trustees will not make available any of the information listed below to any person, agency of state, federal, or local government except and pursuant to federal, state, or local law relating to civil, criminal, or administrative discovery procedures or legislative power:

- A patron's name or whether an individual is a registered borrower or has been a patron
- A patron's address
- A patron's phone number
- A patron's email address
- The Library's circulation records and their contents
- The Library's borrowers' records and their contents
- The number or character of questions asked by patrons
- The frequency or content of a patron's lawful visits to the Library or information supplied to the Library or gathered by it shall not be given, made available or disclosed to any individual, corporation, institution or government agency without valid process, order or subpoena.

The Library will not retain a patron's charge records beyond their use for circulation or control purposes.

In exchange for access to Library services, Library patrons irrevocably consent and agree that the Library may disclose and/or submit the circulation records of patrons with past due materials and unpaid charges and fees to a collection agency, legal counsel and/or the court system for the purposes of debt collection and materials recovery.

Parents or legal guardians of children under 18 years of age may, upon presentation of proper identification, obtain the current status of their child's circulation record or withdraw their authorization for the child's Library card.