

WARREN LIBRARY ASSOCIATION
CONFIDENTIALITY/ACCESS TO RECORDS
POLICY MEMORANDUM

The Warren Library Association complies with The Library Code, Act of June 14, 1961, P.L. 324, as amended through July 1, 1985, specifically Sec. 428, added 1984, June 27, P.L. 431, No. 90, Sec. 3, commonly referred to as "Act 90"; with Supreme Court decisions handed down in NAACP v. Alabama, 357 U.S. 449 (1958), Griswold v. Connecticut, 381 U.S. 479 (1965), and Katz v. United States, 389 U.S. 347 (1967); with the Privacy Act of 1974, 5 U.S.C. Sec. 552(a); and with P.L. 100-503, 5 U.S.C. Sec. 552(a).

To that end, the Warren Library Association recognizes its circulation records, files of registered borrowers, records of any and all information searches or interlibrary loan transactions, and any and all records relating to the use of the resources of the library, by individual patrons or other user entities, or the information contained in such records and/or files, whether in documentary, electronic or other form, to be confidential in nature. Therefore, such records shall not be made available to any individuals or organizations or to any agency of state, federal, or local government except pursuant to court order in a criminal proceeding.

No library board member, employee, or volunteer shall be required to act contrary to this policy.

Under receipt of such court order, the officers of the Warren Library Association will consult with legal counsel to determine if such court order is in proper form and if it is showing good cause for its issuance; if the court order is not in proper form or if good cause has not been shown, the library officers will require that defects be cured before complying with any such court order.

Adopted by
Warren Library Association
Board of Directors
September 21, 1970
Revised November 10, 1972
Revised December 16, 1975
Revised September 17, 1979
Revised April 20, 1987
Revised September 18, 1989
Revised January 22, 1996