

Confidentiality of Library Patron Records Policy  
Mexico Public Library

Mexico Public Library complies with NYS Civil Practice Laws and Rules Section 4509, with respect to the confidentiality of library records.

Library records, which contain names or other personally identifying details regarding the users of public, free association, school, college and university libraries and library systems of this state, including but not limited to records related to the circulation of library materials, computer database searches, interlibrary loan transactions, reference queries, requests for photocopies of library materials, title reserve requests, or the use of audio-visual materials, films or records, shall be confidential and shall not be disclosed except that such records may be disclosed to the extent necessary for the proper operation of such library and shall be disclosed upon request or consent of the user or pursuant to subpoena, court order or where otherwise required by statute.

Reviewed and Approved by Mexico Public Library Board of Trustees, January 14, 2019.