



St. Charles Public Library
One South Sixth Avenue
St. Charles IL 60174
630-584-0076 ■ FAX 630-584-9262
scpld.org

RESOLUTION 2002/2003 – 3
RESOLUTION ON CONFIDENTIALITY AND
PRIVACY OF LIBRARY RECORDS

WHEREAS, free access to information is crucial to informed decision making in a democratic society, and

WHEREAS, citizens should not be deterred from seeking information at their public libraries out of fear of public disclosure, and

WHEREAS, Library users have a right to be free from unreasonable intrusion and surveillance of their library use,

THEREFORE BE IT RESOLVED, that the Board of Trustees of the St. Charles Public Library District affirm that:

Patron registration records and circulation records and other records identifying the names of patrons with specific materials¹ are confidential in nature and will not be made available to any individual, organization, or institution of local, state, or federal government or agency, except pursuant to such process, order, or subpoena as may be authorized under the authority of, and pursuant to, local, state, or federal law relating to civil, criminal, or administrative discovery procedures or legislative investigatory power. Furthermore, the issuance or enforcement of any such process, order, or subpoena will be resisted until such time as proper showing of good cause has been made in a court of competent jurisdiction.

BE IT FURTHER RESOLVED, that the Board of Trustees of the St. Charles Public Library District affirm that the collection of personally identifiable information will be a matter of routine or policy only when necessary for the administration and operation of the Library.

ADOPTED this 12th day of March 2003 by roll call vote as follows:

AYES: Haines, Kriston, Huntley, Folk, Slusser

NAYS: none

ABSENT: Reese

ABSTAINING: Shepro

¹ Materials include, but are not limited to, database search records; circulation records; interlibrary loan records; overdue billing and payment records; and other personally identifiable uses of library materials, facilities, programs and services, such as reference interviews.

/s/ Norman C. Huntley
Norman C. Huntley
President, Board of Trustees
St. Charles Public Library District

/s/ Phyllis M. Kriston
Phyllis M. Kriston
Secretary, Board of Trustees

Adopted: 05/08/02
Revised: 03/12/03