



CONFIDENTIALITY OF RECORDS

It is the policy of the Board of Trustees of the Carnegie Public Library of Steuben County to keep confidential the records of the patrons of the Carnegie Public Library of Steuben County. To that end, the Board directs that the records of our patrons, including circulation records, which in any way identify the name of the library user or the materials used by any patron, be kept confidential in nature.

The Board of Trustees directs the library director to notify all librarians and all other library employees that all library records shall not be made available to any agency of the State of Indiana, federal or other local government, except pursuant to an order or subpoena which may be authorized by court rule, then only after said subpoena or court order has been appropriately examined and passed upon by the legal counsel for the library.

Pursuant to IC 5-14-3-4 (b) and IC 5-14-3-4 (b)(16).