

Confidentiality

Nebraska State Statute 84-712.05 (10) 1 and the Schuyler Public Library protect the privacy of library users. Confidentiality extends to all of the library's materials and services, including information sought or received, and materials consulted, borrowed, or acquired or transmitted, and includes database search records, reference interviews, interlibrary loan records, use of library computers, and all other personally identifiable uses of library materials, facilities, or services, with one exception.

Such records will not be made available to any agency of state, federal, or local government except in pursuant to such process, order, or subpoena as may be authorized under the authority of a federal, state, or local law relating to civil, criminal, or administrative discovery procedures or legislative investigative power. All library staff members are to refer any request for such records to the Library Director. Upon receipt of such process, order, or subpoena, the Library Director will inform the Library Board and will consult with the City Attorney's Office to determine if such process, order, or subpoena is in proper form and if there is a showing of good cause for issuance.