

Northville District Library Policy on Confidentiality of Library Records

To the extent allowed by Federal law, the Northville District Library abides by the State of Michigan's Library Privacy Act (MCL 397.603) which states that all records regarding any personally identifiable use of library materials, facilities, or services are strictly confidential.

The only authorized exceptions to this Act are in the following cases:

- If a parent or legal guardian signs the Library Privacy Act (LPA) portion of the minor's library card application, making him/her responsible for materials borrowed, he/she may have access to the minor's library record.
- If the card owner gives written consent to the person making the request, that person may then have access to the card owner's library record.

The Northville District Library will not release any information regarding a library patron or the information he/she seeks or receives, consults, borrows from, or uses at the library.

Patron library records are exempt from disclosure in the Michigan Freedom of Information Act. These records may be consulted and used by Northville District Library staff in the course of carrying out normal operations, but are not released or disclosed to a third party unless required to do so by court order.

The Northville District Library also adopts as part of its privacy policy Article III of the Code of Ethics of the American Library Association:

"We protect each library user's right to privacy and confidentiality with respect to information sought or received and resources consulted, borrowed, acquired or transmitted."

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