

Privacy of Patron Records Policy

Under the U.S. Privacy Act and the Library Bill of Rights, endorsed by the Yankton Community Library Board of Trustees, U.S. citizens, regardless of age, are protected from violations of privacy including all library records, registration information, current and past circulation histories and online sites and resources accessed. This Act applies to all adult card holders 14 years and older.

As specified in South Dakota Codified Law 14-2-51:

All public library records containing personally identifiable information are confidential. Any information contained in public library records may not be released except by court order or upon request of a parent of a child who is under eighteen years of age. As used in this section, "personally identifiable" means any information a library maintains that would identify a patron. Acts by library officers or employees in maintaining a check out system are not violations of this section.

Adult patron information will not be divulged to any other person, organization, or government agency including the courts, without a subpoena, unless the cardholder has listed that person as an authorized user. In the event that any library employee is served with a court order to provide information prohibited by this policy, that employee shall immediately inform the Library Director who shall in turn inform the president of the Board of Trustees and consult with an attorney before complying with the order.

Fines, fees, and other charge totals can be given to someone other than the responsible cardholder or patron upon request if the library staff believe that the intent of the requester is to pay those fines for the cardholder or patron. However, no personally identifiable information of any cardholder shall be released. Library records of patron or cardholder minors under the age of 18 may be released to the parent or legal guardian of the minor upon the request of the parent or guardian.