

Greenfield Public Library

Confidentiality of Library Records

The Board of Trustees recognizes that the circulation records of this library are confidential in nature and advises all library employees that such records shall not be made available to anyone, including any agency of federal, state, or local government, except pursuant to federal, state, or local law relating to civil, criminal or administrative power. The Greenfield Public Library will comply with the Open Records Law (Chapter 22.7 Confidential records, Code of Iowa) which provides that “the following public records shall be kept confidential, unless otherwise ordered by a court, by the lawful custodian of the records, or by another person duly authorized to release such information:

“The records of a library which, by themselves or when examined with other public records, would reveal the identity of the library patron checking out or requesting an item from the library. The records shall be released to a criminal justice agency only pursuant to an investigation of particular person or organization suspected of committing a known crime. The records shall be released only upon a judicial determination that a rational connection and a legitimate end and that the need for the information is cogent and compelling.”

If any term or definition conflicts with Iowa statutes the latter takes precedent.

Reviewed and approved by the Greenfield Library Board of Trustees 7/12/2012

Submitted 2/2013

Reviewed and approved by Greenfield Library Board of Trustees 9/8/2015

Submitted 2/2016

Review and amended 7/14/2026