

WHO MAY USE THE LIBRARY

- A. The library will serve all residents of the city and rural areas, and those eligible through the Open Access program. Service will not be denied or abridged because of religious, racial, social economic, sex, political status.
- B. The use of the library or its services shall be limited when excessive demands of groups or individuals tend to curtail service to the general public. Such demands may include those made by students, puzzle contestants, and others whose demands for staff time, available materials, or space would prohibit attention and service to other library customers.
- C. The use of the library or its services may be denied for due cause. Such cause may be failure to return library materials, destruction of library property, inappropriate behavior.
- D. CONFIDENTIALITY: Library patron and circulation 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. (Iowa Code Chapter 22.7) The Rockford Library Board of Trustees appoints the Library Director as the lawful custodian of all library records. 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 or information from the Library are confidential. The records shall be released to a criminal justice agency only pursuant to an investigation of a particular person or organization suspected of committing a known crime. The records shall be

released only upon a judicial determination that a rational connection exists between the requested release of information and a legitimate end and that the need for the information is cogent and compelling. (Iowa Code Chapter 22.7) The Rockford Public Library Board of Trustees recognizes that circulation records of the Library are confidential in nature and advises all library employees that such records shall not be made available to anyone other than the person to whom the materials are checked out, without a court order.

