

## 257.261 Library Registration and Circulation Records

(1) All registration and circulation records of every public library, except statistical reports of registration and circulation, are confidential and exempt from the provisions of s. 119.07(1) and from s. 24(a) of Art. I of the State Constitution.

(2) As used in this section, the term “registration records” includes any information that a library requires a patron to provide in order to become eligible to borrow books and other materials, and the term “circulation records” includes all information that identifies the patrons who borrow particular books and other materials.

(3)(a) Except in accordance with a proper judicial order, a person may not make known in any manner any information contained in records made confidential and exempt by this section, except as otherwise provided in this section.

(b) A library or any business operating jointly with the library may, only for the purpose of collecting fines or recovering overdue books, documents, films, or other items or materials owned or otherwise belonging to the library, disclose information made confidential and exempt by this section to the following:

1. The library patron named in the records;
2. In the case of a library patron less than 16 years of age, the parent or guardian of that patron named in the records;
3. Any entity that collects fines on behalf of a library, unless the patron is less than 16 years of age, in which case only information identifying the patron’s parent or guardian may be released;
4. Municipal or county law enforcement officials, unless the patron is 16 years of age, in which case only information identifying the patron’s parent or guardian may be released; or
5. Judicial officials.

(4) Any person who violates this section commits a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083.

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### VOLUNTEER CONFIDENTIALITY

In accordance with the Library’s Confidentiality Policy stated above, all volunteers with the Sarasota County Library System must sign a Confidentiality Agreement before beginning service with the Library. As stated in Florida Statutes 257.261: “ a person may not make known, in any manner, any information contained in records made confidential”. Please read the entirety of the Library’s Confidentiality Policy before signing below.

I have read and understand section 257.261 of the Florida Statutes as stated above. I agree to comply with Section 257.261 and agree to hold the library harmless in the event I am found to have disseminated confidential information in violation of that section.

NAME \_\_\_\_\_

VOLUNTEER AT \_\_\_\_\_

DATE \_\_\_\_\_