

2.3 Providing Patron Information

Any patron can access a list of items currently checked out on his/her library card by using the My Account function of our automated catalog (after the patron has enabled this feature in their account). This can be done in the library or via a personal computer or device. Patrons need to know their library card number and PIN to access the account. Staff cannot access this information without the patron's PIN.

Patrons may give permission to a friend or relative to pick up their library materials. Possession of another person's library card implies permission to pick up library materials. However, it does not give access to the circulation records of the library cardholder.

Approved by the Library Trustees, December 2015