

It is a misdemeanor to intentionally destroy, conceal, remove or impair the verity, legibility, or availability of a government record. [TCA 39-16-504]

FIREARMS AND WEAPONS

Firearms and weapons are prohibited in library buildings (with the exception of officers of the law in the course of their duty). [TCA 39-17-1315 9bO (2)]

The following paragraph must be posted in each library:

PURSANT TO S39-17-1359, THE OWNER/OPERATOR OF THIS PROPERTY HAS BANNED WEAPONS ON THIS PROPERTY, OR WITHIN THIS BUILDING OR THIS PORTION OF THIS BUILDING. FAILURE TO COMPLY WITH THIS PROBHITION IS PUUNISHABLE AS A CRIMINAL ACT UNDER STATE LAW AND MAY SUBJECT THE VIOLATOR TO A FINE OF NOT MORE THAN FIVE HUNDRED DOLLARS (\$500).

CONFIDENTIALITY OF CUSTOMER RECORDS

The Board endorses *Tennessee Code Annotated* Section 10-8-101 through Section 10-8-103 as its operations guideline, respecting the right of citizens to select their own reading material and that those selections shall be considered private and not subject to divulgence to other persons except pursuant to court order.

BORROWING PROCEDURES

Customers will be required to fill out an official application card. Adults must provide a picture ID or other valid Identification such as a voter registration card or Department of Human Services card. If the address on the ID differs from that on the application, one piece of mail with a current postmark will be required. Customers below the age of 18 should complete a juvenile application, which must be signed by a parent or guardian. The application card should be dated and checked periodically to be sure it is current. Patrons are eligible to borrow Jefferson County library materials unless involved in a legal action with a library except for those with fines of \$5.00 or more.

Tennessee residents of other counties and full time students of Carson Newman College will be issued a Library Card at no charge with proper Identification.