

January 6, 2015

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Open Records Request
Research Project: Privacy and Cloud Computing in Public Libraries

Dear Director Name:

The University of Wisconsin-Milwaukee Center for Information Policy Research (<http://cipr.uwm.edu>) is researching the use of “cloud,” web-based, or third-party computer services by public libraries across the country. The Name Public Library has been identified as a customer of the BiblioCommons cloud-computing platform, delivering an enhanced and interactive online catalog for your patrons.

The project’s goal is to analyze how public libraries utilize cloud computing services, as well as how they address and communicate issues that might impact patron privacy. The results of the research will include a summary report of findings, and the development of a set of best practices to guide future implementations of cloud computing in public library settings, with the goal of finding a suitable balance between the need to provide cost-effective technology-based services while also protecting patron privacy. Your participation in this project will help to ensure that our results provide a complete understanding, as well as useful guidance, for helping us navigate this increasingly important issue.

On behalf of the UW-Milwaukee Center for Information Policy Research, and in accordance with the State Public Information Act, §xxxx, I request copies of the following information:

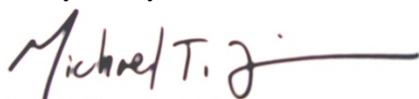
1. All contracts, agreements, or related legal/vendor documents the Library might have with BiblioCommons, its partners, or representatives.
2. All internal policies, documented procedures, or other materials related to the initial installation and continued implementation of BiblioCommons products and services.
3. All notices provided to patrons related to the Library’s collection and use of patron data, including the Library’s privacy policy (if one exists), user/patron agreements, or related materials.

Please send copies to:

Dr. Michael Zimmer
UW-Milwaukee Center for Information Policy Research
Northwest Quadrant Building B, 3rd Floor
2025 E. Newport Ave.
Milwaukee, WI 53211
Or by email to: zimmerm@uwm.edu

The State Public Information Act requires that you promptly produce the requested records unless, within x days, you have sought an Attorney General’s Opinion. If you expect a significant delay in responding to this request, please contact me with information about when I might expect the requested records. Please also inform me if there are any fees for searching or copying these records.

Thank you for your consideration,



Michael Zimmer, PhD
Associate Professor, School of Information Studies
Director, Center for Information Policy Research