

ARROWHEAD LAKE ASSOCIATION

Policy for Response to Member Request(s) for Member Contact information Adopted: December 11, 2010

GENERAL REQUESTS

In regards to a member's specific request for a copy of the Association's membership list or specific member contact information, it is Arrowhead Lake Association's policy to exercise its authority under California *Corporations Code* 8330 and offer an alternative to providing the membership list. The Association will, within ten (10) days of receipt of a demand reasonably related to a person's right as a member of the Association, deliver a written offer to the requesting member of a reasonable alternative method of achieving his/her purpose without providing a specific copy of the membership list. The Association shall offer to mail the correspondence the requesting member wishes to send to the members. The Association will facilitate the mailing, so long as the correspondence does not contain any libelous material which may expose the Association to liability for republishing any libelous content. Any questionable material will be forwarded to the Association's legal counsel for review. If it is determined that the documents contain libelous material, the Association may demand that the content be deleted or revised prior to mailing.

Upon receipt of the documents/information to be mailed, the Association will advise the requesting member of the estimated charges for facilitating same, which would include postage, copying costs, envelopes and staff time to stuff envelopes. The Association has the right to request that the estimated costs be paid in advance.

ELECTION RELATED REQUESTS

During the election process, a candidate shall be provided a list of members' contact information for those members who have opted to allow the dissemination of their mailing addresses to candidates. District Candidates will receive the list of members who have opted in for the appropriate district. At-Large Candidates will receive the list of members who have opted in for the entire association.

In order to facilitate the implementation of this policy, staff will be directed to include the following on the 2011-2012 invoices which are sent to all members in the first quarter:

Candidates for the board of Directors are entitled to mailing lists for election purposes as authorized by ALA Board policy.

I (agree do not agree) to the inclusion of my mailing address on these lists.

CIRCLE ONE

I understand that my membership cannot be processed without a choice in this matter.

_____,
DATE

_____,
2011

SIGNATURE