

**INDIAN SPRINGS LANDOWNERS ASSOCIATION, INC.  
COPYING AND INSPECTION POLICY**

**1. PRIVACY POLICY – OVERVIEW**

- 1.1. The Indian Springs Landowners Association (ISLA) is a common interest association of owners that was organized as a Colorado non-profit corporation. The ISLA is subject to the terms and provisions of the Colorado Common Interest Ownership Act (CCIOA). The CCIOA or ISLA by-laws and Covenants do not specifically address a Privacy Policy. However, the ISLA is concerned about our members' privacy and is required under CRS 6-1-102(6) and CRS 6-1-713.
- 1.2. Personally identifiable information is information about an individual that could reasonably be used to identify that individual. Examples of personal information include an individual's first and last name, residential address, telephone number, and email address.
- 1.3. The ISLA fully supports the protection of individual privacy and minimizes the collection of personally identifiable information to the least amount of information required to complete business. This policy extends to the collection of all personally identifiable information, regardless of the source or the medium.

**2. TYPES OF INFORMATION COLLECTED**

- 2.1. The ISLA collects information about our members from the following sources:
  - 2.1.1. Member registration on the ISLA website.
  - 2.1.2. Member registration at the Annual Membership Meeting
  - 2.1.3. Public information sources (examples below)
    - 2.1.3.1. Fremont County Assessor official website
    - 2.1.3.2. Fremont County, Colorado Web Public Search
    - 2.1.3.3. Fremont County Geographic Information System
- 2.2. The ISLA may collect the following information about you:
  - 2.2.1. Name
  - 2.2.2. Phone number (land and/or mobile)
  - 2.2.3. Mailing address
  - 2.2.4. Email address
  - 2.2.5. Parcel number

**3. OFFICIAL INFORMATION USE**

- 3.1. The information collected by the ISLA is used in the following ways:
  - 3.1.1. To send periodic informational emails
  - 3.1.2. The email address you provide may be used to send you information, conduct member surveys, conduct association voting, respond to inquiries, and/or other requests or questions. Mass email requests are submitted to the ISLA Webmaster for distribution.
  - 3.1.3. To conduct ISLA business
    - 3.1.3.1. Your mailing address and/or email address may be used to mail ISLA documents, such as the Annual Meeting Packet, Dues Assessment Invoices, Notice of Lien Filing, Covenant Violations, etc.
    - 3.1.3.2. Your phone number may be used to contact you in order to conduct ISLA business.
- 3.2. Your information, whether public or private, will not be sold, exchanged, transferred, or given to any other company, government entity, or individual other than for the express purpose of conducting ISLA business.

**4. ADDITIONAL INFORMATION REGARDING THE ISLA WEBSITE**

- 4.1. Member login
  - 4.1.1. In order to register for the ISLA website, the member, at minimum, must provide their name and an email address. A member can access the public areas of the ISLA website without a member

login. However, without a valid login, the member will not be able to access member-only areas of the website.

#### 4.2. Cookies

4.2.1. To better serve our members, we may use “cookies” to customize your browsing experience with us. Cookies are simple text files stored on your computer by your web browser. Cookies provide a method of distinguishing among visitors to our website.

4.2.2. Cookies created on your computer by using this website do not contain personally identifying information and do not compromise your privacy or security. We use the cookie feature only to store a randomly generated identifying tab on your computer. You can refuse a cookie or delete a cookie file from your computer by using any of the widely available methods. Our services are provided in such a way that the use of cookies is not mandatory.

### 5. PRIVACY PROTECTION

5.1. The ISLA Secretary and the ISLA Treasurer maintain a database of member information for the purpose of conducting ISLA business. Updates can be sent directly to the ISLA Secretary and are shared with the ISLA Treasurer and/or ISLA Webmaster.

5.2. ISLA website – Member login information is stored on-line in an encrypted database. The member has the ability to update his/her profile. Profiles can also be added/updated/deleted by ISLA Webmaster upon a member’s request.

5.3. The ISLA will no longer honor requests from local organizations or third parties for a member mailing address, phone number, or email address.

5.4. The ISLA will honor requests for member information from law enforcement agencies with a proper warrant or other statutory authority.

5.5. The ISLA occasionally receives requests from ISLA members for address/email information. For example, a member wants to send a letter to all ISLA members. This information will only be provided if the member certifies in writing that the information will not be released to a third party. If released, the member may be subject to civil or criminal prosecution by the Sendee.

### 6. NON-SHARING OF INFORMATION

6.1. Members have the ability to opt-out of periodic informational emails and/or requests for address/phone/email information from other ISLA members. An opt-out form is attached.

7. PRESIDENT'S CERTIFICATION

The undersigned, being the President of the Indian Springs Landowners Association, Inc., a Colorado non-profit corporation, certifies that the foregoing Resolution was adopted by the Board of Directors of the Association, at a duly called and held meeting of the Board of Directors on the 15 day of October, 2022 and in witness thereof, the undersigned has subscribed his/her name.

**INDIAN SPRINGS LANDOWNERS ASSOCIATION, INC.**

A Colorado non-profit corporation,

By: *John Lewis*, President