

Privacy Policy
Friends of the Fern Ridge Library
Approved 1/29/21

The Friends of the Fern Ridge Library collect members' contact information (address, telephone number, e-mail address) so we can communicate with members and provide them with information about the Friends and the Fern Ridge Library. The Friends use e-mail to communicate unless a member requests another form of contact. If a member does not provide an e-mail address, telephone or postal mail are used. Members may indicate their preferred form of contact on the form when they join or renew their membership or by contacting the Membership Chair.

Because the Friends is a membership organization, we provide some information to our members, as is required in our bylaws. This takes the form of a list of member names. The organization's officers and committee chairs have access to contact information in order to perform the functions of their position. For example, the membership chair contacts members concerning membership renewal. The organization also sends a monthly e-newsletter containing information about the Friends and Library activities.

The Friends of the Library report member names to the library once each year so the library database can be updated so members do not incur fines for overdue items (a membership benefit). The Friends do not have access to the Fern Ridge Library database. For example, if a member changes their address or telephone number and notifies the library of that change, they must also inform the Friends of that change.

If any member of the Friends wishes to exempt themselves from this policy in any way, they must notify the membership chair.