



Access to Certain Credit Union Records Policy

Purpose:

This Policy has three main purposes:

- *To comply with Section 4.01 (b) of the bylaws*
- *To establish written policies regarding members access to certain credit union records*
- *Establish procedures to review certain records*

Credit Union Records Accessible:

The Board of Directors will allow members access to the following records:

- Articles of Incorporation
- Bylaws
- Guidelines
- Rules
- Board Policies
- IRS Form 990

In addition, a member is entitled to review or receive a copy of the most recent version of the following:

- Balance sheet and Income Statement
- Summary of the most recent Annual Audit

Procedures to Review Records:

The Board of Directors has elected to allow copies of the above referenced records. Therefore, in order to allow access, the member must notify the President of the Credit Union of his/her intent to access the above referenced records. Based on a mutually agreed time frame, the member may come into the Credit Union and review the above referenced records in an area that will allow privacy, and then may address any portion of those said records with the President.