

# AuSable Lake Property Owners Association (ALPOA) Email Policy

Effective: January 29, 2026

Dear Neighbors,

We value your support and use your email to share ALPOA organization, including committee updates, events, volunteer needs, and occasional fundraising opportunities.

## How We Use Your Email

- Collect when you sign up, donate, register for events, volunteer, or contact us.
- Used only for communications related to our organization's planning, activities, and your involvement.

## What We Send

- Organization, including committee plans, activities, and progress updates.
- Activity and volunteer invitations
- Fundraising opportunity requests, including merchandise sales.
- Transactional messages, including receipts and confirmations.

## Your Choices

- Unsubscribe anytime via the link at the bottom of every marketing email. Please allow up to five business days to take effect.
- Reply "UNSUBSCRIBE" and send email to [AuSableLakeMI.org@gmail.com](mailto:AuSableLakeMI.org@gmail.com)
- Manage preferences through links in our emails, where available.

## Our Commitments

- Honest subject lines and sender info
- Clear "Unsubscribe" mechanism.
- We never sell or rent your email to third parties.
- Opt-out requests honored promptly.

## Storage and Access

- ALPOA member email addresses are maintained by a designated officer and are securely stored in a secure, cloud-based environment, not on personal devices, unless necessary.
- Email addresses are maintained by a designated officer, typically the Board Secretary.
- Access to email addresses is limited to board members and committee chairpersons. Emails to ALPOA members will be sent bcc: to protect email addresses and restrict reply all functionality.
- Any email addresses saved locally must be deleted when responsibilities change (e.g., board member or committee chairperson steps down).
- Committee messaging will reflect their chartered scope.

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### Privacy & Questions

- We will protect your email per this policy. We use secure providers to send messages.
- Please contact us at:
  - [AusableLakeMI.org@gmail.com](mailto:AusableLakeMI.org@gmail.com), or
  - ALPOA, PO Box 0335, Rose City, MI 48654-0335.
- From time to time, we may update this policy. The latest version is available at [www.AusableLakeMI.org/Policies](http://www.AusableLakeMI.org/Policies).

Thank you for your support of the Ausable Lake Property Owners Association!