

# Kelleys Island Historical Assoc. Privacy Policy

Last Modified: June 1, 2018

We at the Kelleys Island Historical Assoc. (KIHA) are committed to protecting your privacy. This Privacy Policy applies to both our Websites:

([www.KelleysIslandHistorical.org](http://www.KelleysIslandHistorical.org) and [www.KelleysIslandHistorical.com](http://www.KelleysIslandHistorical.com)).

This Privacy Policy governs our data collection, processing and usage practices. It also describes your choices regarding use, access and correction of your personal information. If you do not agree with the data practices described in this Privacy Policy, you should not use our Websites or Social Media sites.

We will update this Privacy Policy as needed. We will post any privacy policy changes on this page. We encourage you to review this Privacy Policy periodically. We will also keep prior versions of this Privacy Policy in an archive for your review.

If you have any questions about this Privacy Policy or our treatment of the information you provide us, please write to us by email at [KImuseum@msn.com](mailto:KImuseum@msn.com) or by mail to KIHA, P O Box 525, Kelleys Island OH 43438.

## **Contents of our Privacy Policy**

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### **1. Use of the Subscription Service by KIHA and our Customers**

We do not use an online Subscription Service

### **2. Information We Collect**

**When You Visit our Websites** - You are free to explore the Websites without providing any Personal Information about yourself. When you visit the Websites we collect Navigational Information.

**Log Files** - When you use our services or view content provided by us, we automatically collect information about your computer hardware and software. This information *may* include your IP address, browser type, domain names, internet service provider (ISP), the files viewed on our site (e.g., HTML pages, graphics, etc.), operating system, clickstream data, access times and referring website addresses. This information is used by KIHA to maintain quality and to provide general statistics regarding use of the KIHA Website.

**Information we collect from third parties** – We do not interact with third parties.

**Information About Children** - Our Websites are not intended for or targeted at children under 16, and we do not knowingly or intentionally collect information about children under 16.

**Social Media Features** - Our Websites include Social Media Features, such as the Facebook ‘Like’ button and Widgets, such as ‘Share This’. These features may collect your IP address, which page you are visiting on our sites, and may set a cookie to enable the feature to function properly. Social Media Features and Widgets are either hosted by a third party or hosted directly on our Websites. This Privacy Policy does not apply to these features. Your interactions with these features are governed by the privacy policy and other policies of the companies providing them.

### **3. How We Use Information We Collect**

**Compliance with Our Privacy Policy** - We use the information we collect only in compliance with this Privacy Policy.

**We Never Sell Personal Information** - We will never sell or share your Personal Information to any third party.

**Use of Personal Information** - In addition to the uses identified elsewhere in this Privacy Policy, we may use your Personal Information to:

- improve your browsing experience by updating the Websites;
- send information or KIHA content to you which we think may be of interest to you by post, email, or other means;
- promote benefits of membership to you and share information and content with you;
- send information to you regarding changes to our Privacy Policy (including the Cookie Policy), or other legal agreements
- meet legal requirements.

**Customer Testimonials and Comments** - We post customer testimonials, photos, and comments on our Websites and Social Media, which may contain Personal Information. Items voluntarily posted on our Social Media sites automatically give us permission to share or make public on our sites.

**Use of Credit Card Information** - If you give us credit card information, we use it solely to collect payment from you. We use a third-party service provider to manage credit card processing. This service provider is not permitted to store, retain, or use information you provide except for the sole purpose of credit card processing on our behalf.

**Security of your Personal Information** - We make every effort to help protect your Personal Information from unauthorized access, use or disclosure. All Personal Information is protected using appropriate physical, technical and organizational measures that are available to us.

**External Websites** - Our Websites provide links to other websites. We do not control, and are not responsible for the content or practices of these other websites. Our provision of such links does not constitute our endorsement of these other websites, their content, their owners, or their practices. This Privacy Policy does not apply to these other websites, which are subject to any privacy and other policies they may have.

**Public Forums** - We offer publicly accessible social media sites. Please keep in mind that if you directly disclose any information through our sites, this information may be collected and used by others. We will correct or delete any information you have posted on our sites if you so request.

**Retention of Personal Information** - How long we keep information we collect about you depends on the type of information as described in further detail below. After such time, we will delete your information.

We retain Personal Information that you provide to us where we have an ongoing legitimate business need to do so (for example, as long as is required in order to contact you about our membership or other services, or as needed to comply with our legal obligations or to resolve disputes).

When we have no ongoing legitimate business need to process your Personal Information, we securely delete the information or anonymize it or, if this is not possible, then we will securely store your Personal Information and isolate it from any further processing until deletion is possible. We will delete this information from the servers at an earlier date if you so request, as described in "To Unsubscribe from Our Communications" below.

#### **4. How we Share Information we Collect**

**Corporate Events** - If we (or our assets) are acquired by another company, whether by merger, acquisition, bankruptcy or otherwise, that company would receive all information gathered by KIHA on our Websites and our Membership program. In this event, you will be notified via email and/or a prominent notice on our website, of any change in ownership, uses of your Personal Information, and choices you may have regarding your Personal Information.

**Compelled Disclosure** - We reserve the right to use or disclose your Personal Information if required by law or if we reasonably believe that use or disclosure is necessary to protect our rights, protect your safety or the safety of others, investigate fraud, or comply with a law, court order, or legal process.

#### **5. Cookies and Similar Technologies**

KIHA does not use cookies or similar technologies (such as web beacons) to analyze trends, administer the website, track users' movements around the website, or to gather demographic information about our user base as a whole. However, our website provider may use cookies and we cannot control the information they collect or how they use it. The use of cookies and web beacons by any tracking utility company is not covered by our Privacy Policy or Cookie Policy.

#### **6. How to Access & Control Your Personal Data**

You have the following data protection rights:

You can request access, correction, updates or deletion of your personal information.

You can object to processing of your personal information, ask us to restrict processing of your personal information or request portability of your personal information.

If we have collected and process your personal information with your consent, then you can withdraw your consent at any time. Withdrawing your consent will not affect the lawfulness of any processing we conducted prior to your withdrawal, nor will it affect processing of your personal information conducted in reliance on lawful processing grounds other than consent.

**Anti-Spam Policy** – It is the goal of the KIHA to keep email communications to a minimum. In general, correspondence generated by KIHA is sent via email and/or U. S. Mail to current, past and potential members.

**To Unsubscribe From Our Communications** - You may unsubscribe from our email or U. S. postal communications by sending an email to [KIImuseum@msn.com](mailto:KIImuseum@msn.com).

#### **Contact**

Kelleys Island Historical Assoc. (KIHA)  
P OP Box 328  
Kelleys island OH 43438  
419-746-2399  
[KIImuseum@msn.com](mailto:KIImuseum@msn.com)