

Subject: Rights of Inspection of Corporate Records by Members

Purpose: To Establish a Policy for Inspection of Corporate Records by Members

Members shall be permitted to inspect, and for a reasonable charge, copy, corporate records to the extent and in the manner required by applicable law including California Corporations Code Sections 7160, 8321, 8330, and 8333, as well as Civil Code Section 5240.

Requests for inspection of corporate records must be made in writing by the Member, stating the Member's reason for the request, delivered to the President, Secretary, Assistant Secretary, or Chief Executive Officer of the Corporation. Appropriate requests deemed to be in the best interests of the Corporation shall not be unreasonably withheld. In the interest of orderly administration, such requests, other than at a Members' meeting, will be referred to the Chief Executive Officer. Once approved, inspection may be made at the principal office of the Corporation at reasonable times during office hours.

In the event it is uncertain whether or not a Member is entitled to the inspection of records requested, the matter will be referred to legal counsel for formal interpretation.

Authority: Policy

6/29/72

10/26/00 Rev.

9/24/09 Rev.

4/7/15 Housekeeping