

3. If membership dues are not received **within** one month after expiration the membership will be terminated.

Member and Guest Responsibilities:

1. All members shall agree to abide by the IGS Code of Ethics.
2. A guest shall agree to abide by the IGS rules and regulations for using the facility. The guest shall agree to be financially responsible for any damage that they may cause to the contents of the Library or the facility.
3. Members or guests who bring underage children with them are responsible for seeing that their behavior does not disrupt others. Those who violate this provision shall be told to leave the Society's facility. A guest fee, if such is involved, shall not be refunded.
4. Volunteers or patrons are prohibited from removing propriety information from IGS without express permission from the Executive Committee. This includes use of USB drives, email or any other means of transfer. From time-to-time certain designated individuals may be granted authority to take information home to work on. This can be done by taking an approved USB drive from IGS which can be found at the front desk. When returning the USB device, it will be immediately returned to the front desk for virus scanning to make sure no damaging information is transferred to IGS computers.
5. IGS computer workstations are to be used for research only. They are not for playing games or any other use beside research. Individuals using IGS computers are not allowed to erase or remove tracking history from the computers. This is to protect IGS from individuals that may have visited websites that are not condoned by IGS. This could put IGS in jeopardy in case legal issues would appear. A designated volunteer will periodically remove digital information from the computers.
6. IGS is a research library, not a public library. Individuals that use the library facilities are expected to be actively doing research. The library is not a lounge to just come in and sit around to get out of the weather or because you have no other place to occupy your time. ***Loitering is not allowed in the library.***

Cooperation with the Community:

1. IGS encourages interest in genealogical research among responsible guests.
2. Community groups, school officials or educators may submit a written request for the privilege of allowing their members the use of the Library for assignments that involve genealogical research;
3. The leaders shall provide IGS a list of the names of those who are to be involved with the project and they shall agree to be responsible for any damage to the facility or its contents caused by the attendees. In the case of underage guests, the names of the adults who shall supervise them;
4. IGS does not assume the responsibility for injury caused by inappropriate behavior on the part of the guests, and reserves the right to cancel this privilege at any time for any or all of the people involved.

Membership Termination:

1. Membership shall cease by resignation, nonpayment of dues, expulsion or death.
2. Final disposition of the membership shall be determined by the Board of Directors by a two-thirds (2/3) vote taken by those present either in person or electronically and voting at a regular meeting.
3. Regardless of the reason for termination, dues are neither refundable nor transferable.
4. Termination of membership shall not cancel financial obligations owed to the Society, and the Board of Directors is authorized to collect such obligations.

Membership Resignation: