

Liberty Housing Cooperative  
Security Camera Usage and Access By-Law Schedule E

1. All access to the security footage needs to be accessed by the manager only.
2. All access to the security camera footage needs to be recorded in the access book. Reasons for access need to be clearly stated. The cameras will not be accessed for mundane issues that are not applicable to cleanliness, safety, or by-law enforcement or law of the land.
3. Any members asking for security footage of information needs to do so to the office in writing stating the following:
  1. Reason they require the office to view camera.
  2. Time period
  3. If they require a copy permission from any others in the footage needs to be granted.
4. All information garnered from the security camera access needs to remain confidential. The office should not divulge except for access to the Board of Directors in the case that there is a building violation. The office staff will take appropriate action. The office can refuse to provide and only divulge information to the Board of Directors under circumstances where a member's safety is at risk.
5. Police or Authorities will be granted complete access to our security system and any all exceptions will be made to accommodate them.

**Schedule E of Occupancy By-Laws**

Approved by Board of Directors on Thursday January 19, 2017 motion made by Theepa and seconded by Tharsi and carried by all members of the Board.

Confirmed by the General Membership of Liberty Housing Cooperative with amendments on Thursday February 8, 2017

Sept 3/2017  
Date

Sept. 3/2017  
Date

M. M. M. M. M.  
Signature Corporate Secretary

S. R. S. S. S.  
Signature President