



---

Harvey Savage Jr.  
*Executive Director*

Johnny Horn  
*Assistant Executive Director*

## MARTIN LUTHER KING CENTER KITCHEN FOR THE POOR

### Board of Directors

Tyneka Forrest  
*President*

Taylor Savage  
*Vice-President*

Mario Goveia  
*Treasurer*

John Savage

John Chapman

Angel Hurns

Kathi Taub

Kathleen Baldoni

Jahnee Horn

James Perry

## DONOR PRIVACY POLICY

---

**MLK Kitchen for the Poor**  
650 Vance Street  
Toledo, Ohio 43604

T 419.241.2596  
T 419.241.5496  
[www.kitchenforthe poor.org](http://www.kitchenforthe poor.org)  
[mlk.kitchen@att.net](mailto:mlk.kitchen@att.net)  
[mlk.kitchen@bex.net](mailto:mlk.kitchen@bex.net)

Dr. H. V. Savage, Founder

A nonprofit tax-exempt organization



# Martin Luther King Kitchen for the Poor

## Donor Privacy Policy

Last modified: August 29, 2024

Martin Luther King Kitchen for the Poor ("**MLK**") is committed to protecting the privacy of our donors and the personal information you may share with MLK or that MLK holds. MLK values our donors' trust and recognizes that maintaining this trust requires the charity to be transparent and accountable to our supporters and the public at all times. This Donor Privacy Policy (the "**Policy**") describes the information collected about our donors and MLK's practices for using, maintaining, protecting, and disclosing that information.

1. Information Collected and Maintained. MLK collects and maintains personal information that you, our donors, provide to us when you:

- (a) Contact us by phone, mail, or email, in person, or via our website.
- (b) Register for an event.
- (c) Make a contribution, either on our website, at a special event, over the phone, or by mailing in a check.
- (d) Navigate through our website.

From time to time, we may collect personal information from you in ways not described above, subject to your express approval.

2. Types of Information. MLK collects and maintains the following types of information about our donors:

- (a) Personal information, including:
  - (i) Contact information, such as name, address, email, and telephone number.
  - (ii) Giving information, including types and amounts of donations and credit card information. We utilize secure transaction methods when collecting credit card information over the internet. MLK does not disclose credit card account information provided by our donors, except for the proper processing of donations.
  - (iii) Information on events attended and publications received.
  - (iv) Any other information provided by the donor to MLK, such as public comments or posts on MLK's website.
- (b) Non-personal information that does not personally identify you, including information that is anonymized, aggregated, or publicly available when not combined with non-publicly available information about you.

(c) Information about your equipment, browsing actions, and patterns, including information automatically collected through technical methods such as:

(i) Cookies (or browser cookies). A cookie is a small file placed on the hard drive of your computer. You may refuse to accept browser cookies by activating the appropriate setting on your browser. However, if you select this setting you may be unable to access certain parts of our website. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies when you direct your browser to our website.

(ii) Flash Cookies. Certain features of our website may use local stored objects to collect and store information about your preferences and navigation to, from, and on our website. Flash cookies are not managed by the same browser settings as are used for browser cookies.

(iii) Web Beacons. Pages of our Website and our e-mails may contain small electronic files known as web beacons (also referred to as clear gifs, pixel tags, and single-pixel gifs) that permit MLK, for example, to count users who have visited those pages or opened an email and for other related website statistics (for example, recording the popularity of certain website content and verifying system and server integrity).

3. Confidentiality. All information about any financial and non-financial transactions between you and MLK is considered highly confidential and we employ appropriate security measures designed to protect it. While the information is kept confidential, it is shared with MLK's board members, staff, volunteers, and professionals on a need-to-know basis and in compliance with all laws, regulations, court orders, or other governmental requests.

MLK encrypts data transfers and billing information wherever requested online. Personal data is stored in encrypted databases with restricted access. All MLK agents and contractors with access to personal information are also bound to adhere to this policy as part of their contract with MLK.

4. Use of Personal Information. MLK collects and maintains personal information to:

(a) Establish a relationship and communicate with you about MLK, including our programs, special events, and funding needs.

(b) Learn about our donors and what matters to you.

(c) Process donations and event registrations and issue tax receipts.

(d) Comply with all laws and regulations, including reporting requirements.

(e) Plan future fundraising activities and events.

(f) Analyze giving patterns.

(g) Solicit feedback from you by conducting surveys.

MLK uses industry standard safeguards to protect your personal information against the unauthorized access, use, alteration, or destruction of your personal information. MLK will not share, sell, or exchange your personal information with any other entity for third-party fundraising or marketing purposes. To the extent that a third-party service provider is used to process any donations, the provider is bound by strict confidentiality rules, and your information will only be used to the extent necessary to process the donation.

5. Communications. MLK will from time to time communicate with you, including by telephone, text, email, and mail, concerning MLK's charitable activities, events, and requests for future support. MLK will not call or email you or send mailings to you on behalf of other organizations without your express consent. To opt out of receiving these communications, you may contact MLK as described in the "Contact Us" section below or by clicking on the "unsubscribe" link in any email communications.

6. Records Retention and Destruction. MLK complies with all Internal Revenue Service, state, and local regulations and MLK's internal policies governing the retention, management, and destruction of donor information collected and maintained by MLK.

7. Accessing and Correcting Your Personal Information. You can review and request changes to the personal information that MLK has collected about you by contacting MLK as described in the "Contact Us" section below. However, please be aware that MLK may not accommodate a change request that would impact record retention or other operational requirements like remembering email opt-out preferences, violate any law or legal requirement, or cause the information to be incorrect. Deleting your personal information may also require deleting your user account (if any).

8. Changes to the Policy. This Policy is current as of the date stated at the top of this Policy. MLK reserves the right to amend this Policy from time to time. MLK will notify you of any material changes to the Policy through a notice on the Website home page. You are responsible for ensuring we have an up-to-date active and deliverable email address for you, and for periodically visiting our Website and this privacy policy to check for any changes.

9. Contact Us. To opt out of receiving communications from MLK, to review the personal information that MLK has collected about you or to ask any other questions regarding this Policy, please contact MLK at the below address or email, or submit your request via MLK's "Contact Us Form" on MLK's website.

Attn: Johnnie Horn

Postal Address:

650 Vance St

Toledo, Oh 43604

Email:

MLk.kitchen@att.net