

Friendship Force of Central North Carolina E-mail policy

- E-mail may be used to communicate with FFCNC members regarding Friendship Force business on the local, regional, national and international level. Such communication may include, but is not limited to, meeting minutes, newsletters, and invitations.
- Members will indicate at the time of their registration in FFCNC if they prefer to receive such communication via e-mail, US postal mail or both.
- E-mail addresses of FFCNC members will be maintained with membership records and will be shared only with FFCNC members who have a need for this information as part of their FFCNC duties.
- E-mails will include “Friendship Force of Central North Carolina” as part of the subject heading.
- E-mails directed to the entire membership of FFCNC will be sent from one central source, the Communications Chair or their designee, and one e-mail address.
- FFCNC will strive to minimize the number of e-mails sent to the entire membership by consolidating communications as much as is reasonably possible.
- If there is a desire to e-mail the membership regarding a topic that does not concern Friendship Force business at any level, but is believed to be of interest to FFCNC members, approval must be received from two of the following three Board members: the current President, the Past President, and the President-elect.

Approved March 20, 2008