

Policy of
Greenville Woodworkers Guild, Inc.

Title:	Internet Website Use and Privacy	Policy No.:	8
		Revision:	2
		Date Adopted:	Jul 16, 2012
		Resolution:	2012-30
		Date Effective:	Sep 1, 2012

Statement of Policy:

Greenville Woodworkers Guild, Inc. (the "Guild") will maintain an internet website to promote its objectives and for the benefit of its members. The privacy of member information shall be paramount in the construction and maintenance of the website.

Reason for Policy:

It is the intention of this policy to protect the privacy of the members of the Guild. While the internet is a wonderful tool for communication, there are many opportunities for misuse. By making phone numbers, addresses and email addresses, in combination with names, openly available to anyone with internet access, members would be exposed to telemarketers, salesmen, catalog distributors and other types of unwanted communication and/or harassment. The requirements of this Policy are intended to be somewhat over-cautious in the belief that it is best to be conservative in the sharing of private information.

Policy Requirements:

Membership List Publication: A member list will not be published on the GWG internet site. Only the names of the officers will be available via the internet. Any phone/email lists maintained within the membership will be mailed/copied amongst the membership only.

Newsletters: When newsletters are transcribed to the internet site, all reference to phone numbers, email addresses, and physical addresses of members will be removed.

Sale Items: General policy will be to include only the first name and phone number of the seller of an item. In this way, it will be possible for the seller to protect their physical address from potential buyers who want to stop by unannounced. If, in an instance, a seller wishes that more information be made available, he/she will be made aware of the potential risks and only then, will the more complete information be made available. Sale items will be posted for a period of three months after which time, if an extension is not requested by the seller, the items will be removed. It is the responsibility of the seller to notify the Website Manager of the sale of an item.

Links to Other Sites: General policy will be to post links to other woodworking related sites as deemed appropriate by the Website Manager. Links to other sites will be checked periodically to make sure they are still valid. Those found to no longer be valid will be removed. Links are intended to provide helpful information to the members and are not intended for the promotion of commercial sites to Guild members.

General Publication: Charitable activities of the Guild in support of the greater Greenville community and internal Guild projects will be promoted on the web site in order to provide knowledge to the general community of the guild's purpose and community outreach. Pictures of Guild members work and community project accomplishments will be posted on the web site to show examples of members' skill and advancement in the art of woodworking.