

## LifeRing BOD and Convenor E-mail Groups Terms of Use

1. Messages must be positive and constructive, even when expressing disagreement with others. Constructive criticism, delivered in a respectful way, is welcome on this list. Sarcastic or divisive comments will not be tolerated.
2. Personal rants, complaints, jabs and jokes -- regardless of the intent -- should not appear in this forum. We each represent the organization and this is one place in which our behavior can be easily scrutinized by members. There is no need for being overly formal, but some modicum of seriousness should prevail at all times.
3. Please remember that every message you send here gets delivered to every other member of this group as an individual email. Private or off-topic conversations are considered spam and are not appreciated.
4. Personal or off-topic comments should be sent to individual members "offline." No one likes to find their mailbox full of messages to someone else. If you are unsure if your comment or response is appropriate to the group, ask yourself the following:
  1. Does my comment relate directly to this LifeRing forum or is my response in line with the current topic being discussed? Perhaps there is a better place to post this.
  2. Is my comment respectful, helpful and supportive?
  3. Will my comment or response be helpful to many or all of the group members or is this something I should send to just one or a few people?

Please be sure to be descriptive in your message. If you include a link to a webpage, explain what will be found using the link. If you feel that there may be the potential for ambiguity or misunderstanding of your message, kindly take a moment to spell it out. Our most clever hints and semi-obscure references can be the cause of big misunderstandings and hurt feelings. Let's keep it simple :)

These terms of use are here to ensure that group members can feel as comfortable in this forum as they would in any other LifeRing-related activity, keeping it a safe space where opinions and feelings can be expressed without fear of being bullied, teased or messaged to death.

Violation of these terms will result in corrective action up to and including expulsion from the group. The Executive Committee, on a case-by-case basis, will make determinations of violations and consequences, including possible removal from the list.

Adopted by the LifeRing Board of Directors, June 10, 2012.