

Fresh Pond Monthly Meeting Social Media Guidelines

Accepted at Meeting for Business 2/5/18

Facebook:

1. The facebook page is primarily for sharing information and news of the Fresh Pond Meeting, also serving as outreach to the local wider community and wider Quaker community
2. Information important to the members/attenders of Fresh Pond Meeting will be shared in additional ways (google group, after meeting announcements) for Friends who do not use facebook for communication
3. Postings should represent the discernment of Fresh Pond Meeting.
4. Postings will be during times of high traffic and suggested extended media reach, monitored by page administrators. Posting schedule will be considered (too much/too little) by the Outreach working group.
5. Postings may be timed using an automatic posting service, such as Hootsuite
6. Postings will use allowed graphics/photos with permissions, and non copyrighted materials
7. Postings will strive to use varied representation of people of ages, races, and experiences
8. Postings will promote firstly events and gatherings of the Fresh Pond Meeting, members/attenders of the meeting, and ministries directly supported by the meeting or a member/attender of the meeting
9. Graphic "quotation" posts will be identified as a creation of Fresh Pond Meeting (graphic embedded in image)
10. Postings will use photographs of Fresh Pond members/attenders (with permissions)
11. Sharing of information from other sources should contain a direct relation to Fresh Pond Meeting in some way
12. Identification of Friends mentioned in posts may include tagging of Friend (if they are on facebook, or use of first name last initial. Minors will not be identified by name. Friends who wish to not be tagged or identified may be named simply as "A Friend of FPM", etc

Information will also be shared/reposted from the following primary sources (and their facebook pages):

- Fresh Pond Meeting website
- Sites/news from organizations directly related to Fresh Pond ministries
- Facebook pages of New England meetings, worship groups, and churches
- New England Yearly Meeting, Salem Quarterly Meeting websites (events and news)
- New England YM public statements (as soon as possible after being released/published)
- New England YM Newsletter(s)
- Affiliated Associations of New England Yearly Meeting (Friends United Meeting, Friends General Conference, Friends World Committee on Consultation)
- Ministries of Fresh Pond associations (Example: Quaker Dinner Church)
- Committees, working groups, and Ministries supported by/of Fresh Pond Meeting

- New England Friends Schools (Moses Brown, Friends School of Portland, Friends School of Cambridge)
- Facebook groups of ministries supported by members/attenders of Fresh Pond Meeting, Meetings in New England (Examples: Interfaith Vigils of NH, Quakers Concerned with Immigration Justice, Alternatives to Violence Programs)
- National Quaker organizations (American Friends Service Committee, Friends National Committee on Legislation)
- Occasional additional posts from other Yearly Meetings (News of the wider Quaker world)
- Occasional additional posts reflecting Quaker news and history from the wider Quaker world

Addressing Facebook Page Limitations and Concerns:

1. Postings are only allowed by administrators of the page.
2. The page will have multiple administrators
3. Administration of the page is under the care of the meeting, and directly under the - Outreach Ad Hoc Working group
4. Followers of the page may post an item - it must be “released” by an administrator (if/when meets posting guidelines) to be released and seen by others on the page. Members/attenders who serve in a role in the meeting that might require frequent posting (clerks) should ask to be named an administrator
5. Primary posting and attention to activity is the responsibility of the named administrators, with oversight by Fresh Pond Meeting clerks and Outreach working group
6. Followers of the page can comment on any posts
7. Administrators will respond to questions on the page directly in a timely manner
8. Questionable content/comments not in using respectful conversation will be deleted
9. Repeated offenders of posting standards may be blocked from the page, after consultation with Outreach working group, by t an administrator of the page. Before being blocked, the person who posted concerning comments will be notified and asked to refrain from objectionable behavior.

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