



### Discussion Board Protocol

In efforts to facilitate an easily accessible line of communication amongst the SGV|VEC Members when outside of meetings the SGV|VEC Board has decided to establish an official discussion board which will be used to communicate “new” job postings, ideas, and events that our clientele can benefit from.

By default all SGV|VEC Members unless otherwise specified will be added to the Membership Discussion Board. This can be accessed by sending messages to [vec@sgvvec.org](mailto:vec@sgvvec.org). The posted message will then be posted to the entire membership simultaneously. In order to post a valid response or comment on a post, all that will be needed to do is respond to the email you wish to comment on. **Please keep in mind that your comment will be seen by the entire membership, so if your response is not meant for everyone to be sure to change the address listed in your email program’s address bar.** If a member wishes not to receive emails from this communication tool it is recommended that the request be sent to the SGV|VEC Secretary ([secretary@sgvvec.org](mailto:secretary@sgvvec.org)) in order for the Secretary to make a note of the request, and knows to send official messages directly by not using the SGV|VEC Discussion Board.

This is a professional communication tool and standards for professional email etiquette are to be followed at all times. Failure to adhere to these standards will result in suspension of posting privileges, removal from the Discussion Board(s), and if necessary disciplinary action taken by the SGV|VEC which may include suspension of voting privileges, or revocation of membership status, all depending on the severity of the offense. The SGV|VEC Board has identified specific standards that are to be followed at all times:

- ★ No use of profanity, slander, sexually explicit or derogatory terms directed at an individual or group of individuals. If you think one person could be offended by your post, please do not post it.
- ★ No solicitations of any kind. That means advertising, promotion, recruiting, campaigning, lobbying, soliciting or proselytizing. If it does not pertain to housing or employing a Veteran, this is more than likely not the place for the post.
- ★ Keep it Short and Simple. This isn’t Twitter, but in general you should try to keep your comments to a few paragraphs. Anything longer than that probably won’t be read anyway.
- ★ Respect other people’s privacy. Please do not share anyone’s personal contact information through this communication tool without their expressed consent. Examples being phone number(s), social security number, personal mailing address, etc.
- ★ Good manners online means that you don’t post the same note more than once. The online word for posting many times on one topic is “spamming.” We don’t allow it.
- ★ Respect copyright laws. Linking to relevant content is fine, as is quoting limited amounts from other people’s work if you give them credit. Copying whole articles or other people’s photos is not.

- ★ It is illegal to harass or threaten anyone. We take threats, harassment and stalking very seriously. Posts that might be construed as such may be deleted and made available to the proper law enforcement officials.

The above protocol will also be followed for all supplementary SGV|VEC Discussion Boards such as ***board@sgvvec.org, yellow.ribbon@sgvvec.org, stand.down@sgvvec.org***, and any other event specific Discussion Boards the SGV|VEC Board sees fit to create. The SGV|VEC Discussion Board Moderators reserve the right to delete and report and violations of this protocol to the SGV|VEC Board and Membership. By using the SGV|VEC Discussion Boards the user agrees to adhere to the above listed protocol.

Approved by a majority vote on: 17 January 2013