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## Social Media & Digital Communication Policy

All posts and communication representing the Monroe County History Center (MCHC) via social media are intended to provide information and support the MCHC mission statement.

Social media includes, but is not limited to: Facebook, Twitter, Instagram, YouTube, Yelp, TripAdvisor, and blogs.

We encourage our community to engage in respectful discussions on our social media channels. Though we do not review or moderate all comments, we reserve the right to remove any posts, replies, or content, and block or report users who post such comments and/or content that include the following:

- Threatening language, harassment, violence, racism, bullying, profanity, attacks on or intimidation of any party, including our online community members or the MCHC's employees; malicious speech regarding topics of gender, sexual orientation, religion, gender identity, age, ethnic origin or race; sexist comments; hate speech; suggestion or encouragement of illegal activities; and demeaning remarks about personal appearance.
- Advertisements, solicitations, or endorsements of any kind.
- Third-party intellectual property, such as any copyright-protected material, trademarks or logos and/or any violations of rights of publicity or privacy.
- Information that is false, inaccurate, or misleading.
- Posting personal information of other community members or the MCHC's employees including but not limited to: phone number, email address, physical mailing address, and billing information.
- Private correspondence between user and other community members, or user and the MCHC.

The MCHC is not responsible or liable for content posted by subscribers in any forum, message board, or other social media resource, and such subscriber comments do not reflect the opinions and/or positions of MCHC or its employees.

*Submitted by Andrea Hadsell: 7/8/2019*

*Approved by Susan Dyar: 7/16/19*