

BOARD POLICY FOR HANDLING MEMBER COMMUNICATIONS TO THE BOARD

WES Bylaws III.H

In general, communications from members of the Washington Ethical Society (WES) to the Board of Trustees will be shared in the membership section of the WES website.

- If a communication is sent to an individual Trustee, that Trustee will inform the member that the communication will be forwarded to all Trustees. The Trustee will then forward the communication to all Trustees.
- Communications containing information about employee/personnel matters or similarly sensitive information will not be published.

If the member requests that the Board of Trustees keep their communication with the WES membership confidential, that request must be made in writing to the Board. The Board will then review the request and decide if the communication will be kept confidential.

- The Board will send its decision about whether or not the communication will be kept confidential to the member in writing.
- If the Board decides that it will not keep the communication confidential, the Board will first ask the member if they want to revise or retract their communication before it is published.

Any response from the Board of Trustees to a communication from a member will follow the policy of “speaking with one voice.” The Board as a whole will agree on the language for the response and the method of response.

If a member posts a communication to the membership generally on a topic that involves the Board, such as in the WES Members Facebook group, on the WES Exchange listserv, or in another forum, the Board as a whole will decide whether a response from the Board is appropriate and what the language for the response, if any, will be.

- The Board will post its response in the membership section of the WES website.
- The Board will also post a link to its response in the original forum where the communication was made.

All communications from members to the Board of Trustees will be saved in the Board archive.