

## Ad Hoc Website Policies Committee 2023 Report

### Email

- EMWD does not allow for name fields to be required when people subscribe to email lists.
- We could cross check emails used against registered members but this does not account for non-registered members who are library employees or for registered members who choose to use a different or multiple email addresses.
- This could also take a lot of time to cross match email addresses, especially if we only keep registered members on the lists and remove non-registered members.
- Amigos is able to take on the email lists for an additional fee.

### Contact Information

- We display more contacts than any of the other associations reviewed.
- Option: set up member directory behind login
- Option: remove all contact information except for Amigos, President, and Chairs
- People seeking contact information can ask for the information from Amigos or President
- People seeking lists of interest group members can request information from Amigos

### Documents

- We display more information than any of the other associations reviewed.
- Option: set all documents up behind login

### Sources / Associations reviewed

- California Library Association
- Florida Library Association
- New York Library Association
- Pennsylvania Library Association
- Texas Library Association

All associations except Florida had tighter security around their email lists.

### Recommendation

- Leave the email subscription management practices as is. We have had no issues yet and it will be complicated and time consuming to change to a new practice.
- Make the directory available to members logged in and limiting public contact information to just the President and Chairs.
- Limit document access to logged in members.