

Website Posting Policy Rotary District 5890

Rotary's Greater Houston District 5890 Website <http://www.rotary5890.org> is designed to be a window into our organization for the public to view, and interact with, the many facets of Rotary. The site is meant to be an effective tool for Rotarians and the community at large to view news articles, events, and other available information concerning Rotary Int'l, District 5890 and its Rotary clubs. It also offers a convenient method which District 5890 and its members may use to communicate information.

This information when placed online becomes very public, which is its intention. In an attempt to keep the Website a safe, and secure, location for community information, the following guidelines have been established.

Postings to the Website

Active Rotary clubs can submit relevant fundraisers, stories, press releases and events for publication on the District's Website by posting themselves (if submitter has appropriate access privilege) or by emailing them to the Webmasters. Submissions will be reviewed and posted in the appropriate areas of the Website, as determined by the Webmasters under the direction of the current District Governor.

Electronic submission is preferred. Emails containing pertinent information & images should be directed to Webmasters Jon McKinnie jmckinnie@safarivet.com and Cecile Schutter cs@westuttravel.com

Time Frame for Posting Stories

We try to be fair and keep stories posted for an extended period, typically 60 days. Stories that have an event date are removed from the home site within 1-2 weeks after the event occurs. If the club provides the successful results or words of appreciation, the web story is updated and maintained on the website for an additional 30 days.

Postings to the Events Calendar

Only Rotary sponsored events or Rotary related functions will be posted to the events calendar. All items must include event name, date, time, activities, image/picture, location and directions. District 5890 screens all submissions, and reserves the right to edit or refuse content