

New York North Website Guidelines

I. Purpose: The New York North Web Site's purpose is multifaceted, addressing the needs of the general public, the professional community and our membership as follows:

- A. Public Outreach, to attract newcomers and help them find a meeting;
- B. Professional Outreach, to provide information about Al-Anon/Alateen to assist them in referring individuals to our program; and
- C. Membership Outreach, to improve communication with the fellowship by disseminating Area business information such as AWSC and Assembly minutes, the Area budget, etc. as well as Area event and locations.

II. Web Site Committee: This Committee has oversight of the Area Web Site. Its membership shall consist of the following: current Web Site Coordinator, past Web Site Coordinator, Delegate, Immediate Past Delegate (and any other past Delegates/Trustees willing to serve), Area Chairman, Group Records Coordinator, Newsletter Coordinator and no less than two Al-Anon/Alateen members at large. The Web Site Committee has delegated the day-to-day responsibility of maintaining the Area Web Site to the Web Site Coordinator.

Problems or concerns associated with the Area Web Site that cannot be resolved by the Web Site Coordinator will be referred on to the full Web Site Committee for discussion and resolution.

The Web Site Committee may appoint an individual with technical web site expertise to assist the Area Web Site Coordinator with web site maintenance as necessary.

III. Domain name: The New York North Al-Anon Family Groups as an Area owns the domain names NYNAFG.com, NYNAFG.net and NYNAFG.info and is the final authority on its use and content. The web site files are located on server space and are paid for by the New York North Al-Anon Family Group Area (Tradition 7).

IV. Website Continuity: The Web Site Coordinator shall share passwords and access to the back-end of the website with the Area Chairman. Any change in our current web hosting provider requires both the consent of the web committee as well as written authorization from both the Web Site Coordinator and Area Chairman.

V. Conformity: The website content shall be in conformity with the 12 Traditions and 12 Concepts of the Al-Anon and Alateen Family Groups, as well as to the current Al-Anon/Alateen Service Manual and guidance from the World Service Office (WSO).

VI. Anonymity/Privacy: In keeping with the Al-Anon/Alateen 12th Tradition of anonymity, no personally identifying information, such as full name, phone number, postal or personal email address or photo will be posted on the website.

VII. General Content: Information and files will be posted as requested by the various Officers and Coordinators of the Area and as approved conceptually by the Web Site Committee.

VIII. Linking to other sites: The New York North Web Site will adhere to the direction provided in G-40, the Guideline for Al-Anon Web Sites, to wit:

"Linking to sites other than Al-Anon is not recommended, as we endeavor at all times to avoid the appearance of affiliation. However, it is very appropriate to link to other Al-Anon sites. It is recommended that an Area site link to any district or AIS site within its boundaries and vice versa, and that all Al-Anon sites link to the World Service Office Public Outreach site: www.al-anon.alateen.org."

"All links from service arms sites should have a disclaimer posted, stating that the visitor is leaving the site and that the Al-Anon site is not responsible for the contents of the linked sites."

IX. Contact Information: The NYNAFG Web Site shall provide a mechanism for anyone to contact the Area through use of a web-based email program. Al-Anon Family Group members will be able to contact any Area Officer or Coordinator through a "general" email listing provided on the Area Web Site (i.e. delegate@nynafg.com, etc.)