



Indiana Association for Floodplain and Stormwater Management

101 West Ohio Street, Ste. 1575, Indianapolis, IN 46204
Phone: (317) 829-3656 / Fax: (317) 684-3713

www.inafsm.net

INAFSM Board of Directors Communication Policies

INAFSM members who are elected or appointed to serve on the INAFSM Board of Directors understand and agree to the following policies related to INAFSM communication and the INAFSM brand.

Table of Contents:

Public Comments – See # 1	Communication with Members – See # 1 # 2	Committee Communication – See # 3
Logo and Brand – See # 4	Conference Call Line – See # 5	

I agree to the following:

1. Official INAFSM Voice:

- To direct any and all news media requests to the INAFSM Chair who will decide whether comment is warranted, what those comments should include, and who will speak to the media on that particular issue. In most cases, the INAFSM Chair will provide media comments, but the INAFSM Chair may appoint a spokesperson in his or her stead.
- To understand that the INAFSM Chair will direct the message and means of communication of board policies to the membership.
- To understand procedures for the cancellation of INAFSM sponsored events: Only the INAFSM chair has the authority to make the decision on the cancellation or postponement of any INAFSM event (board meetings, conferences, and all general training events).

2. Communication with INAFSM Members:

- To adhere to the INAFSM Code and Conduct and Ethics policies regarding general communication with members (during meetings, in passing, etc.).

3. Committee Chair Communication:

- To ensure committee members understand that their efforts are to promote the INAFSM mission.
- To ensure committees and work groups seek approval from the INAFSM board before promoting their projects.



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- To ensure committee projects have INAFSM branding after approval by the board.
 - To communicate with INAFSM staff about the expectations for the content on committee and subcommittee pages of the INAFSM website.
4. Use of INAFSM Brand:
- To seek approval from INAFSM Chair for use of INAFSM logo and brand.
 - To seek approval from the INAFSM Chair before authorizing INAFSM as a sponsor or promoter of external events with related missions.
5. INAFSM conference line:
- To seek approval from the INAFSM Executive Director when scheduling use of INAFSM conference line.
 - To seek approval from the INAFSM Executive Director before distributing conference call credentials to committee work group leaders.
 - To ensure committee work group leaders know policies about the use of the INAFSM conference call line.
 - To never use the INAFSM conference call line for non-INAFSM meetings.

Signatures of 2018 board members:

Chair	Vice Chair	Treasurer
Secretary	North Regional Director	Central Regional Director
South Regional Director	Floodplain Chair	Stormwater Chair
Past Chair	Awards Chair	Legislative Chair
Membership Chair	Education Chair	Outreach Chair