

Elmhurst Bike Club
Listserv Acceptable Usage Guidelines
February 20, 2008

By subscribing to the Elmhurst Bike Club Listserv ("EBC Listserv"), users agree to the terms and conditions contained in these guidelines. These guidelines may be modified from time to time and such modifications shall be effective upon their posting to the club's website.

1. Messages posted to the EBC Listserv should be limited to club business, club related social activities, recreational cycling and the sport of cycling. Do not make postings that are off-topic from this focus area. If another person posts a comment or question that is off-topic, do NOT reply to the list – this only perpetuates the off- topic discussion.
2. The EBC Listserv shall not be used to advertise commercial products or services unless this message has been specifically approved by a majority of the Elmhurst Bike Club Board of Directors, following their review of that item submitted for pre-distribution review. Members offering personal biking items for resale is permitted.
3. Do not send inflammatory messages or messages containing personal invective. No profanity, vulgarity, or derogatory, defamatory, abusive, threatening, offensive, or illegal remarks are appropriate. Be extremely judicious in your use of the "reply to all" button. If you are replying with a message that just says "thanks for the information," a request to receive a copy of what someone has offered to share, or simply to agree with someone (such as "me, too"), do not reply to the entire group. Instead, send your response directly to the e-mail address of the person who posted the message.
4. Do not post personal email to the EBC Listserv without the express permission of the original email's author.
5. Do not post to the EBC Listserv any message, data, information, text or other material ("Content") that is unlawful, libelous, defamatory, obscene, pornographic, indecent, lewd, harassing, harmful, invasive of privacy or publicity rights, abusive or otherwise injurious to third parties.
6. Do not distribute through any EBC Listserv any Content that would constitute or encourage a criminal offense, create any liability or violate any local, state, national, or international law or regulation.
7. Do not impersonate any person or entity or otherwise misrepresent your affiliation with a person or entity or interfere with other users of the Listserv.
8. Do not distribute through any EBC Listserv any Content such as charity requests, petitions for signatures, other solicitations of Listserv users, promotional materials, chain letters or letters relating to pyramid schemes,

- advertising or solicitations for funds, political campaigning, mass mailings, any form of unsolicited commercial or promotional email ("spam") or an offering of lawful or fraudulent goods, services, schemes or promotions.
9. Do not disseminate through any EBC Listserv harmful content including without limitation, viruses, Trojan horses, worms, time bombs, zombies, cancel bots, or any other computer programming routines that may damage, interfere with, surreptitiously intercept or expropriate any system, program, data or personal information.
 10. Any requests regarding administrative tasks such as being added or removed from the EBC Listserv should be made to the appropriate area, not the list itself.
 11. If you will be out of the office for a period of time and will use an automatic "out of office" message, please configure your "out of office" message to not "respond all" to messages from the EBC Listserv.
 12. Users of the EBC Listserv also must comply with all state and federal copyright, trademark and patent laws and regulations. By posting material on a EBC Listserv, the posting party warrants and represents that it owns the copyright with respect to such material or has received permission from the copyright owner. It is a violation of Elmhurst Bike Club policy to post information that is not original unless it meets the 'fair use' guidelines of copyright law, or unless the user has received permission to reproduce such information from the original source. If there is any question as to whether a particular transmission contains information in violation of federal copyright law, the user should not post that information on the EBC Listserv.
 13. **THE ELMHURST BIKE CLUB ACCEPTS NO RESPONSIBILITY FOR THE OPINIONS AND/OR INFORMATION POSTED ON OR THROUGH ANY EBC LISTSERV.**
 14. The Elmhurst Bike Club may, but does not assume the obligation to, moderate or monitor discussions taking place through its Listserv. The Elmhurst Bike Club reserves the right, but does not assume the obligation, to investigate any violation of these guidelines. The Elmhurst Bike Club may remove any user from the EBC Listserv for violation of these guidelines, which authority shall be exercised in the sole discretion of the majority of the Board of Directors.