

# Policy Letter

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**To:** Estates of Brentwood Homeowners

**Date:** 8/17/2006

**Re:** EOB website policies

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**[ Note – this letter has not yet been approved by the EOB Board]**

The Estates of Brentwood Homeowners board maintains a website at [www.estatesofbrentwood.org](http://www.estatesofbrentwood.org) for the following purposes:

- Provide easy access for homeowners to important Association documents
- Improve communications with homeowners regarding policies, events and other useful information
- Sharing the positive aspects of living in the Estates of Brentwood with potential homebuyers

## **Ownership of Domain**

It is recognized that the Estates of Brentwood Board has ownership of the domain (ie: web address) and can exercise any and all control over content.

## **Updates to Web Site**

For the purposes of maintaining the website, the Board will assign a webmaster who will be given authority to make updates as necessary. If approved in advance, other persons may also be permitted to make updates to the website. To permit timely updates, material may be posted to the website without the express approval of the Board, however when practical such material will be marked with a notation to indicate that it has not been approved by the Board.

## **Objectionable Material**

All material on the website is subject to update or removal at the Board's discretion. Complaints about material should be directed to the Board, and will be handled at the Board's discretion.

## **Notification of Updates**

All Board members are to be notified when the web site is updated. This will allow Board members the opportunity to recognize objectionable material and take action if necessary to update or remove.

## **Advertising**

The Board may at its discretion accept payment for advertising on the web page. All funds received from such advertisements will be placed in the general operating fund and used for any purpose deemed acceptable by the Board.

**Listings of Service Providers**

The web site may at times provide contact information for service providers (ie: lawn service, roof repair, plumbing repair, etc). Any such listing is for the convenience of homeowners and should not be construed as an endorsement by Board Members or the Association..

**Privacy Policy**

At no time shall detailed, individual homeowner information (ie – phone numbers or email addresses) be published on the web site unless it is password protected from access by the general public. A list of homeowner names and their addresses may be posted with the Board's approval.