

Guidelines for CDCC Web Site • Approved March 9, 2006

- I: Purpose of the Cambridge Democratic City Committee (CDCC) Site
 - A: To inform the CDCC members members and interested parties of the CDCC activities, events, and meeting information as well as providing contact information
 - B: Provide a vehicle for Ward Committees to inform both the citizens of their wards and their members and associate members of their activities and events,
 - C: Provide a vehicle for standing committees to inform their members and other interested parties of their activities and events
- II: Access to the Site
 - A: The only individual with direct access shall be the Webmaster
 - 1: The CDCC Chair will be informed of the host and access passwords.
 - 2: The Chair may, with the consent of the Executive Committee, alter the access password if in his/her view, the Webmaster is not acting in the interests of and adhering to the Guidelines of the CDCC.
 - B: Secondary Access—requesting materials to be posted and providing those materials where necessary—shall be available, consistent with the Guidelines, to:
 - 1: The CDCC Chair & Executive Committee
 - a: The Chair may request the posting of materials s/he deems in the interest of the CDCC
 - b: The Secretary may request the posting of Meeting times; Agendas, and the Minutes of Meetings after they have been approved by the members.
 - c: The Treasurer may request the posting of materials related to the financial status of the CDCC
 - 2: The Ward Chairs (*or appointed member who acts on behalf of the Ward Chair*)
 - a: The Ward Chair may request the posting of materials directly related to Ward activities or provide information about the Ward and its members and activities.
 - b: The Ward Chair may request the posting of materials the Ward Members have voted to post
 - 3: Standing Committees of the CDCC
 - a: The Chair of a standing committee (*or an appointed member who acts on behalf of the committee Chair*) may request the posting of materials directly related to committee activities or provide information about the committee and its members and activities.
 - b: The Chair of a standing committee may request the posting of links to other approved state and national Democratic committees.
 - 4: The Massachusetts Democratic State Committee (DSC)
 - a: The DSC may request the posting of materials it deems in the interest of the Massachusetts Democratic Party
 - b: The DSC may request the posting of links to state and national sites.

III: Materials and Links Postings

- A: The following materials may be posted without further approval
- 1: Meeting times, agendas, and approved minutes
 - 2: Lists of elected City and Ward Committee members
 - 3: Sponsored events notices of the CDCC which are not formal meetings of the CDCC
 - 4: Campaign materials for state and national Democratic candidates from Massachusetts elected in Democratic Primaries. Campaign materials and links to campaign materials for Democratic Presidential and Vice Presidential nominees following the DNC convention
 - 5: Links to official web sites of elected officials who were elected to that office as nominees of the Democratic Party and who represent voters in Cambridge
 - 6: Links to the City of Cambridge web site (including the Election Commission), the Commonwealth of Massachusetts web site, or any of the federal government web sites
 - 7: Links to the Massachusetts Democratic Party and the National Democratic Party web sites
 - 8: Materials relating to fundraising by the City Committee or any Ward Committee for that committee's work.
 - 9: Material relating to endorsement by the City Committee or any Ward Committee of a candidate who is seeking the Democratic Party's nomination for public office.
- B: The following materials may not be posted
- 1: Primary Campaign materials (*or links to them*) that favor a single candidate in a contested primary; however, links to official web sites may be posted if there is a link to each declared candidate for that office who has such a web site.
 - 2: Campaign materials (*or links to them*) that favor a candidate who is not running under the Democratic Party banner
 - 3: Campaign materials (*or links to them*) that favor a candidate or a slate of candidates running in non-partisan elections
 - 4: Fundraising information (*or links to them*) for any candidate
- C: The following materials require the approval of the CDCC Executive Committee
- 1: Statements of CDCC support for Democratic candidates for state or national office (*other than Presidential and Vice Presidential candidates*) elected in Democratic Primaries in other states
 - 2: Statements of CDCC, Ward Committees, or standing committees support for the activities and goals of other, non-Democratic groups and committees on the local, state, and national levels.
 - 3: Links to non-Democratic Party affiliated web sites such as neighborhood and activist groups and labor unions