

Policy on NCNMLG Mailing List

(Effective 9/7/80; Amended July 7, 1982; July 22, 1985)

The NCNMLG mailing list is maintained in computer-readable form by the Membership Committee. The Membership Chair provides copies of the current mailing list and sets of mailing labels to NCNMLG officers and committee chairs for use in carrying out regular functions such as the announcement of meetings and the distribution of exchange lists. The Membership Chair also provides copies of the current mailing list and sets of mailing labels to support the program activities of related groups, for example, for the mailing of announcements of joint meetings, when these have been sponsored by the southern regional group (Medical Library Group of Southern California and Arizona).

It is consistent with the goals of NCNMLG to provide one copy of its current mailing labels set without charge to any nonprofit educational agency, or to any nonprofit community or professional agency involved in consideration of health-related questions. Therefore, the president of NCNMLG is authorized to release one copy of the current group mailing list, or one set of current mailing labels, for educational or health policy discussion purposes.

It is expected that commercial requests will normally be related to the promotion of publications or products of professional interest to group members. The NCNMLG president is authorized to release one set of current mailing labels for any professionally relevant commercial purpose on the assurance of reimbursement at a nominal rate covering at least direct computer costs. All users, including commercial users, are to be advised that release of the NCNMLG mailing list is for a single mailing only, and that further use is neither authorized nor advisable, due to the normally occurring frequency of address and name changes.

Requests for release of the NCNMLG mailing list that are not covered by the above statement should be referred by the president to the NCNMLG Executive Board for disposition, or if time exigency exists, are to be granted at the president's discretion, subject to the Board's review for any future renewal.

As of July 1982, NCNMLG members who do not want their names included in any mailing label set provided to an outside group may ask the Membership Chair to so exclude them. Such exclusion will remain in effect until revoked by the member concerned.