**Care and Maintenance of the EBSS Facebook Page**  
Submitted by the EBSS Membership & Orientation Committee  
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Bee Gallegos, representing the Publications Committee  
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**Care and Maintenance of the EBSS Facebook Page**The EBSS Membership & Orientation (M&O) Chair will be the primary page manager (or administrator). The page manager has the ability to post content, add/delete members, and alter the page content.

The Chair is encouraged to add these people as additional page managers:

all EBSS M&O members

all Executive Board Members

Chair or designee of the Publications and Communications Committee

As of 2014, all page managers/admins must be personal Facebook friends of the manager who adds them.

It is recommended that the Chair develop a calendar for reviewing the page to examine appropriateness of content on the EBSS homepage. The Chair is also advised to develop a method for encouraging content production. This could involve the development of a schedule for posting key events.

Some events that are good candidates for posting:

Calls for conference proposals

Notice of elections/election results

Call for committee volunteers

Publication announcements

Awards for EBSS members

Related blog posts

News in EBSS subject areas

Announcement of ALA conference registration

EBSS Annual Social

Pictures from the Annual Social

Pictures from the EBSS meetings at Midwinter and Annual

Ads are not permitted.

Comments are not reviewed before they appear, but this can be changed if necessary.

These suggestions should be reviewed and revised by the EBSS M&O Committee annually. The Publications and Communications Committee will be encouraged to advise, and will be consulted regarding any proposed changes.