# **Electronic Communication and the Poplar Ridge Monthly Meeting**

The Poplar Ridge Monthly Meeting is considering the roles of PRISM, Facebook and the email announcements list in our community. We are receiving more requests to distribute announcements and information and feel that we need to define how these various forms of communication to the community should best be used.

The primary focus of our PRISM Newsletter is to share information that is directly related to the Poplar Ridge Friends Meeting and the wider community of Friends. We are also pleased to include events and announcements that may be of interest to our members. Poplar Ridge Meeting and Quaker related items have priority. Community events will be included as space allows. The space limitations are due to the cost for printing and mailing the PRISM and will become less important as more people choose to receive the newsletter electronically. Everyone is welcome to submit items for the PRISM.

Sometimes people find that they know of an event or wish to share some information that did not make it into the PRISM. The various forms of communication on the Internet are useful for doing this. The PRISM editors maintain a list of people who have requested to be informed of announcements by email. Messages that are directly sponsored by the Meeting or one of its committees will be sent out to this list from the PRISM email account. We do not wish to overwhelm our readers with too many messages, thus dulling their impact. Announcements that do not fit into this category, or that did not make it into the monthly PRISM, can be posted on the Poplar Ridge Friends Facebook page. Announcements can also be made at the rise of Meeting.

As our members follow their different leadings they often get very involved in issues. We encourage all who have strong leadings in social, environmental, or other issues pursued in the spirit of our beliefs, to share this information with the wider Poplar Ridge Friends Community through the various methods that we have available. We feel that this strong interest and activity is an important part of our Meeting and suggest that those who have a leading collect contact information from individuals who wish to receive their announcements directly. Requests for contact information could be made during the announcements at the rise of Meeting, or through one of the other communication tools.

We hope this policy meets the needs of the members of our community.

## In Summary:

### Information directly related to Meeting or one of its committees

- Verbal announcement following meeting
- Mail or email an item for inclusion in the monthly PRISM (deadline for contributions is Wednesday before last Sunday in each month)
- Request via email to send out to the Meeting announcements list
- Place an announcement on the Meeting facebook page

#### Community information of interest to the Meeting

- Verbal announcement following meeting
- Mail or email an item for PRISM (included if there is room)
- Personally send an email to friends/Friends
- Place an announcement on the Meeting facebook page

#### **Electronic Calendars**

- View the PRISM Events Calendar at http://www.quaker.org/poplar/Calendar.html
- Request to add an item to the Event or Birthday/Anniversary calendars by sending an email to pr.prism@gmail.com
- Include the PRISM events in your own electronic calendar (Contact <a href="mailto:pr.prism@gmail.com">pr.prism@gmail.com</a> if you would like additional information.)
  - Public Events https://www.google.com/calendar/embed?src=OHBqZmpjM3M2aW
     Y2c3FtNjVla3BiYjFzNnNAZ3JvdXAuY2FsZW5kYXIuZ29vZ2xlLmNvbQ
  - Birthdays & Anniversaries https://www.google.com/calendar/embed?src=cHIucHJpc21AZ21ha
     WwuY29t

#### **Contact Information**

- Email: pr.prism@gmail.com
- Facebook: <a href="https://www.facebook.com/poplarridgefriendsny">www.facebook.com/poplarridgefriendsny</a>
- Send email to <u>PopFriends.Facebook@gmail.com</u> or contact Julie Lockhart to have something put onto the facebook page if you do not have your own account
- Mail: Poplar Ridge Friends Meeting: Attn PRISM, PO Box 146, Aurora, New York 13026
- Phone: Contact any of the PRISM committee members