



LHS59.org

**Guidance Document
on
Objectives, Policies, and Rules
for
Members of the Editorial Committee and Others
(Version 1.4)**

Section 1.0 Objectives of LHS59.Org

The LHS59 website chronicles the life and times of the members of the Class of 1959 and their early, pre-school history, through high school, and in the years that followed to the present where records and information permit. The coverage, however, depends on input from members of the Class. As indicated above, the LHS59.org Web site will also endeavor to be a photographic documentation, but some editorial license and editing of content and of any personal information will be exercised when deemed necessary and appropriate by the Editorial Committee, and specifically, by the Editor-in-Chief for journalistic purposes. The Web site will be a dynamic one, in that it will be updated and revised from time to time to reflect new information received from Class members. Special Events (so named because they have been deemed “special” by members of the Class) have been chronicled on the Web site ranging from well before our graduation in 1959 to the present, with photos provided by Class members.

The strength of the Class of 1959 lies in the long-lasting relationships between many of its members, which fosters an uncommon camaraderie over the years. In many cases, relationships began before the first grade of grammar school. This Web site will continue the spirit of the Class of 59 for as long as interest exists by sharing the experiences and presence of the Class

Members and families via the Internet throughout the U.S. and even overseas to those distant places our Classmates have now spread (see [map](#)).

The LHS59.org publishes the website on the Internet for the benefit of the members of the Class of 1959. For background, the project initially came about in discussions led by Mike Campbell and other class members in early 2000. Mr. Campbell offered to serve as the Chairman and Editor-in-Chief of the Editorial Committee (EdCom), and to manage the day-to-day activities of publishing the LHS59 website, with the help of members of the EdCom and members of Mr. Campbell's company, M. D. Campbell and Associates, L.P., provided at no cost, including his oldest Son, David, in Houston, who handles the web-site design and operation, and his brother, Steve, who handles the Internet server issues that occasionally develop and who still resides in Lancaster.

A number of Sponsors are providing either financial or other support to the operation of the LHS59.org. The website presently contains about 110 separate Web pages, including password-protected e-mail and mailing lists. At present, this amounts to some 1,700 files and 400 MB of on-line storage and domain charges at cost of about \$300 per year, which is covered by the LHS59.org Sponsors (<http://www.lhs59.org/linklist.htm>). Should you wish to become a Sponsor, feel free to contact the Chairman, EdCom by e-mail or telephone.

Section 2.0 Policies of LHS59.Org

The members of the EdCom should advise all Class members who do not wish to share their personal information with LHS59.org for any reason have the opportunity to sign and mail-in a form provided ([here](#)). The executed form(s) will be circulated to the members of the EdCom to alert the EdCom of the wishes of the particular Class member(s). This includes personal information listed on the Mailing List and E-Mail List but does not include public information that is readily available through newsprint or Internet.

2.1 Right to Use Material Provided by Class Members

Any and all submissions by Class members to members of the EdCom of any news, photographs, or other personal information constitutes permission by that Class Member who has provided tacit approval to publish said information and/or materials on LHS59.org.

The EdCom members have no control over what viewers of LHS59.org may do with said information that is either protected by password or is available on non-password-protected pages of LHS59.org. Therefore, if the Class member does not wish said information to be available on the LHS59.org (and Internet) then the information/material should not be released to Class members of the EdCom acting on behalf of LHS59.org. This includes personal information that the Class member may wish to provide to others who in turn send the information to LHS59.org without the originator's permission. Should such occur, the Class member who first provided the information may contact the EdCom to request that such personal information be removed from LHS59.org by submitting the mail-in form mentioned above.

2.2 Right to Edit for Content and Style

The Editor-in-Chief of the EdCom of LHS59.org reserves the right to reasonably edit for content and for style any and all submissions provided to, or obtained by, the members of the EdCom. This includes considerations regarding politics and religion, or other inflammatory or sensitive subjects as defined by the Editor-in-Chief with advice from members of the EdCom.

Section 3.0 Rules of LHS59.Org

The rules adopted here generally apply to members of the LHS59.org Editorial Committee (EdCom) who are solely responsible for the content presented in the web site designated LHS59.org:

3.1 Committee Appointments and Service Terms

The EdCom member will be appointed by the Committee Chairman and will serve a specific term on the committee, as determined by the Committee Chairman.

3.2 Removal from Committee

EdCom members may be removed from the committee by the Committee Chairman if, in the opinion of the Chairman, the subject member(s) causes dissention between the members of the Committee, or between the Committee

and the class at large, or who have declined to support the activities of the EdCom in the sole opinion of the Committee Chairman.

3.3 Function of Committee Members

The Committee members serve the LHS59.org in a number of capacities, as requested by the Chairman. These assignments may include:

- Gather news and other information from members the Class of 1959, as may be requested, reviewed, and approved by the Chairman and Editor-in-Chief,
- Make contact with certain other members to enlist specific information on the whereabouts of particular classmates, their state of health, cause and date of death,
- Maintain and update the mailing lists, telephone numbers and e-mail lists that are under password protection, and
- The right to reject or edit any material submitted from Class members or others.

The EdCom is responsible for any and all published material presented on the LHS59.org web site and is not related in any way by law, agreement, or otherwise to any legally constituted entity that represents the LHS Class of 1959 or to any legal entity of the Lancaster High School, Lancaster, Ohio.

3.4 Dissemination of Information Collected by Committee Members

Any and all personal information such as telephone numbers, mailing addresses, or e-mail address will only be made available via web pages protected by password. The information will not be given, sold, rented or otherwise made available to any third parties.

3.5 Dissemination of Password

A password is required for entry to both the mailing and telephone list and the e-mail list. The password may be changed from time to time for security reasons. The Chairman will advise when a change occurs. However, you should encourage Class members not to provide the password to others they know are not members of the Class of 1959, without obtaining special permission from the Chairman by e-mail or in other written form.

3.6 Disagreements within EdCom

Members of the EdCom are expected to be aware of material present on LHS59.org. A link to the Additions/Updates page is available (see: <http://www.lhs59.org/additions-updates.htm>) on the upper left corner of the Home page to indicate that new information has been added to the web site (see: <http://www.lhs59.org/index.html>).

There are 12 members serving specific terms on the EdCom designated by the Chairman (see: <http://www.lhs59.org/edcom.htm>). In the event that disagreements occur concerning material to be presented on LHS59.org, the Chairman may call for a vote by the EdCom members. If the members of the EdCom opposing such material are in the majority, the material will be rejected by the Chairman for inclusion on LHS59.org web site.

At the beginning of each year, the Chairman will call for a vote of support by the EdCom to re-confirm his (or her) function as Chair and Editor-in-Chief of LHS59.org. In the event the majority of the EdCom are not in favor of retaining the present Chair and Editor-in-Chief by evidence of voting by e-mail sent to the Chair, he (or she) will resign from the position and the responsibility will rest on the EdCom to determine the future disposition of LHS59.org.

Section 4.0 Use of Guidance Document

This document is for use by the members of the Editorial Committee (EdCom) of LHS59.org to define their function and to provide guidance when interacting with Class members or others. If needed, EdCom members may cite any of the policies or rules contained in this document when dealing with Class members where applicable and appropriate.

Any issues that are not presently covered by this document may be referred to the Chairman for handling. Should any EdCom members or Class members at large identify issues that require consideration and possible resolution by the EdCom they should define the issues and provide possible resolutions to the issues and submit such to the Chairman who will plan for discussions on the issues by the EdCom at large by teleconference. For certain issues, the Chairman may call for a vote on the merits of the issues by the EdCom at large, as discussed in Section 3.6, if the consensus of the EdCom members is in doubt.

June 16, 2009

The members of the EdCom, as well as the Class members at large, are encouraged to provide additional information for consideration and possible use in this guidance document.

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