

Communication with the outside world on behalf of Wikimedia Netherlands

It is important that in contacts with the outside world WMNL speaks with one voice as much as possible, especially when communicating with key external partners such as WMF, other players in the WM-movement or (potential) external partners such as GLAM institutions of donors.

It undermines our image as a professional and well-managed organization when individuals representing WMNL contradict each other, or are not mutually aware of what is going on or has been agreed.

Therefore it is good to set up a few rules.

1. In communication with the outside world the division of tasks and responsibilities document is leading. Board members and staffmembers will be very reluctant to initiate contacts on subjects that fall outside their portfolio. If they are approached by an external party on a topic that falls outside their portfolio, they hand these contacts over to the proper person a.s.a.p.
2. Basically, Chairs communicate with Chairs, Treasurers with Treasurers, EDs with EDs, and staffmembers with staffmembers. When communication does not flow according such 'horizontal lines', this is amended by including the appropriate persons in cc.
3. Preferably, wikimedia-nl accounts are not used for communication on a personal title (i.e. not in his board or office role). If someone does communicate on a personal title from his wikimedia.nl account, that is made clear to the recipients.
4. As regards communication with WMF, only the ED and Treasurer are contacts for the WMF teams grantmaking and finance. When communicating with other WMF teams, Boardmembers will always copy in Chair and ED in cc.
5. There are always two board members required to formally (legally) represent/commit WMNL.