

**LMOA POLICY MANUAL**  
**CHAPTER FIFTEEN - SECTION 15.10**

Date: January 1988  
Amended: January 23, 1992  
Amended: September 25, 1997

**Subject:** Friday Flyer  
**Contact:** Chief of Member Services  
Vice President, LMOA

**I. POLICY**

It shall be the policy of the LMOA Board of Directors to print a FRIDAY FLYER as a general communique to Lake Monticello residents.

**II. OPERATING RULES**

Information shall be printed and distributed each Friday except in cases when the Administration Office is closed. Any deviation from the regular publication day will appear in advance of that issue.

All information for publication shall be submitted in writing to the Member Services Department at a time sufficient to permit timely distribution. The deadline will be determined by the Chief of Member Services. Advance notice of any deviation from the regular deadline will appear in the Friday Flyer.

Information submitted by LMOA Standing, Advisory, Operating or Special Committees must be signed by the Chairperson, President, Secretary or designee of that committee or organization. Information submitted by property owners/bona fide lessee must be signed by that individual.

General information submitted by Lake Monticello property owners/bona fide lessee shall be reviewed by the Chief of Member Services, his/her designee and/or LMOA Vice President before being accepted for publication.

**III. STATEMENT OF CRITERIA**

A. Priority for publication of news and announcements shall be given, as space permits, to

1. LMOA Board of Directors
2. LMOA Administration
3. LMOA Committees
4. LMSC Board of Directors
5. Lake Monticello community groups and organizations
6. Other local groups and organizations

B. Information NOT ACCEPTABLE for publication shall include, but not be limited to

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1. advertisements by professional and commercial persons or organizations for the sale/rent of tangible goods or services
2. advertisement by individuals for the sale/rent of personal property
3. political, social or policy activist material
4. LMOA policy critiques
5. material deemed divisive, illegal or immoral

**VI. PUBLISHING FORMAT**

The Friday Flyer shall not exceed what can be printed on both sides of 8 1/2" X 14" paper.

Formatting and layout of copy shall be left to the discretion of the Chief of Member Services or his/her designee.

**V. RESPONSIBILITY**

The Chief of Member Services is responsible for the implementation of this policy.