

## **COMMUNITY ARTS AGENCY PUBLIC STATEMENT POLICY**

The Executive Director and the Chair of the Board of Directors shall be the only persons authorized to make any public statements, whether written or oral, purporting to represent the official policy, position or opinion of the corporation on all matters, provided that on any potentially controversial topic that they shall first have obtained the approval of the Board of Directors. All public statements shall be subject to the provisions in the Articles of Incorporation and the CAA By Laws relating to 501(c)(3) status of the corporation, and no political endorsements shall be approved.

Any person authorized by the Executive Director or Chair of the Board to make a public appearance and who is authorized to make a public statement related to the purpose of that special appearance, whether written or oral, purporting to represent the official policy, position, recommendation or opinion of the Arts Agency, shall first make it clear that he or she is representing the Arts Agency. Thereafter, throughout the entire presentation, he or she shall confine his/her presentation only to those matters which have been properly approved by the Board of Directors. He or she shall not at the same time present any statement purporting to represent any other nonprofit, group, or organization or purporting to represent his or her own personal views.