

# Social Media Policy Checklist

# FOR TEXAS HOAs AND COAs

See below a checklist of the basic topics that should be covered by your association's social media policy. Although you should work with your homeowners association (HOA) or condo owners association (COA) attorney to craft the entire policy, this can help you get started.

# Posting rules for social media managers

Acceptable content to post

Approval process for posts

Emergency information sharing protocol

Visual content permissions

### Privacy policy

Personal information protection

Photography/videography consent

Data handling and storage

#### Community guidelines

Member interactions

Conflict resolution

Reporting protocol

#### Legal compliance

Compliance with Texas law

Adherence to HOA/COA bylaws

Social media usage guidelines

Intellectual property rights

Need help optimizing your association's social media? We'd love to learn more about your HOA or COA's online presence and see how we can help. Contact us today and we'll be in touch soon.