**Gold Mountain CSD Emails (gmcsd.org)**

**Issue**: Using personal email creates vulnerabilities for the district and individual users in the event we should ever be involved in a legal issue where email is brought into the case. Reasons to adopt a business email solution routed through our domain name:

* Presents a professional image immediately recognized as the CSD
* Provides a clear link to the CSD website
* Provides email much less likely to be identified as SPAM
* Allows collaboration with our team through a group calendar
* Provides the CSD protection should legislation be adopted requiring email storage

**Solution:** Obtain a business email service with standardized email addresses for each board member and staff member. Conversion will require discipline for all of used to working with private email.

* Business emails comes with a cost - typically billed annual by number of users
* Best option for a small organization like the CSD appears to be ZoHo mail (<https://www.zoho.com/mail/>) based on prices and included services.
* Price: $1 per user per month billed annually. For CSD 12 users = $144 dollars per year
* Emails would take the format first.lastname@GMCSD.org
* Email would be accessible by logging into the ZoHo site just as you would log in to Gmail, or setting it up as an account in MS Outlook.
* Full featured email but will require some getting used to by all users
* Includes a Group Calendar and individual calendars