

CEFDA Listserv Instructions

The CEFDA (CEF Directors' Association) Listserv provides a way to send a broadcast message to all (or almost all) CEF Library Directors. Some CEFLS Staff members and library staff members also subscribe.

Common messages include questions about library policy and practice, and offers of surplus books and equipment.

Here are the instructions:

If you are not on the listserv and wish to be, contact CEFLS to request that we add your email address. Only approved email addresses may send messages.

To send a message to everyone on the list, send it from your approved email address to:

`cefda@cefls.org`

You will see the word [CEFDA] in the message line when you receive messages from the listserv.

If you reply to messages from the listserv, your reply will not go to everyone, only to the sender. If you wish to reply to everyone, use the `cefda@cefls.org` email address.