

CONNECTICUT PUBLIC TELEVISION & RADIO COMMUNITY ADVISORY BOARD BY-LAWS

ARTICLE I

Purpose of the Community Advisory Board. In accordance with Section 396 (k) (9) of the Public Telecommunications Financing Act of 1978, the Community Advisory Board shall be permitted to review the programming goals established by the station, the service provided by the station, and the significant policy decisions rendered by the station. The board also may be delegated any other responsibilities as determined by the governing body of the station. The board shall advise the governing body of the station with respect to whether the programming and other policies of such station are meeting the specialized educational and cultural needs of the communities served by the station and may make recommendations, as it considers appropriate, to meet such needs.

The role of the board shall be solely advisory in nature, except to the extent other responsibilities are delegated to the board by the governing body of the station. In no case shall the board have any authority to exercise any control over the daily management or operation of the station.

ARTICLE II

SECTION 1. ***Board Members.*** In order to appropriately reflect the community, candidates for the Community Advisory Board will be nominated by those existing members of the Community Advisory Board serving on the nominating committee, or by any board member. Nominations from the general public also will be accepted. Nominations will be voted on by the entire Board. A candidate will be accepted if approved by a majority of the Board members by ballot.

SECTION 2. ***Term of Service.*** Board members will serve for a term of three years and not exceed three consecutive terms.

SECTION 3. ***Board.*** The Community Advisory Board will not exceed 18 members at any given time.

SECTION 4. ***Vacancies.*** If a Board member is unable to complete the term, the alternate member will become a board member.

SECTION 5. ***Attendance.*** Members who miss more than three consecutive meetings may be asked to relinquish their seats on the Board. Leaves of Absence will be granted at the discretion of the Board.

SECTION 6. Board Alternate. The nominating committee will nominate one alternate member. Alternate member will have all the rights and privileges of our existing board members except voting. Alternate member is encouraged to attend all CAB meetings and the alternate will become a full voting member whenever there is a vacancy created for whatever reason.

ARTICLE III

SECTION 1. Regular Meetings. The Community Advisory Board will have no fewer than four (4) meetings per year, one of which shall be outside of Hartford county.

SECTION 2. Special Meetings. The Chair of the Community Advisory Board and Secretary shall be empowered to call meetings as necessary.

SECTION 3. Quorum. One third (1/3) of voting members of the Community Advisory Board shall constitute a quorum for the transaction of business at any meeting of the Board, and the action of a majority of such members present and voting at such a meeting shall be the act of the Board. Once properly convened, a meeting of the Board shall not be terminated for lack of a quorum thereafter.

SECTION 4. Notice of Meetings. All meetings and locations of the CAB will be posted with reasonable notice and minutes of the meetings will be available at the station for public review. Board members in attendance will be noted in the minutes.

ARTICLE IV

SECTION 1. Officers. The executive members of the Community Advisory Board will consist of the Chair person and Co-Chair person, both of whom shall be elected from and by the members of the Community Advisory Board.

SECTION 2. Chairperson. The Chairperson of the Board, Co-Chair person or designated member shall preside at all meetings of the Board, and shall perform such other duties and have such powers as may be prescribed by the Board of these by-laws. The Chairperson shall cause to be prepared an annual report which shall be distributed in a manner prescribed by the Board of Trustees.

SECTION 3. Co-Chair. The Co-Chair person shall assume the duties and responsibilities of the administration of the Community Advisory Board in the absence of the Chairperson.

SECTION 4. Secretary. The function of the Secretary shall be performed by an employee of Connecticut Public Broadcasting's Programming department.

ARTICLE V

Responsibilities of the Board. The Community Advisory Board will follow and comply with the “*Community Advisory Board Requirements*” section (pages 11 – 14, attached) of the “*Communications Act and Certification Requirements for CPB Station Grant Participants.*”

ARTICLE VI

Amendment of the Bylaws. Amendment of these Bylaws shall be made by a two-thirds (2/3) vote of the full Board. Proposed by-law revisions shall be sent to Board members with notice of the meeting at least two weeks prior to the meeting.

ARTICLE VII

Rules of Order. The rules contained in “*Roberts Rules of Order*” shall govern the Board’s meetings in all cases to which they are applicable.

ARTICLE VIII

Equal Opportunity. No Board decisions shall be made that discriminate in the matters of race, color, creed, sex, handicapping condition, or similar criteria, that are in violation of Equal Employment Opportunity laws.