

CPBC Community Advisory Board Policy

Whereas Section 396(k)(8) of the Communications Act provides that:

“ (A) Funds may not be distributed pursuant to this subpart to any public broadcast station (other than any station which is owned and operated by a State, a political or special purpose subdivision of a State, or a public agency) unless such station establishes a community advisory board. Any such station shall undertake good faith efforts to assure that

(i) its advisory board meets at regular intervals;

(ii) the members of its advisory board regularly attend the meetings of the advisory board; and

(iii) the composition of its advisory board are reasonably representative of the diverse needs and interests of the communities served by such station.

(B) The 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 may also 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 such recommendations as it considers appropriate to meet such needs.

(C) 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.

(D) In the case of any public broadcast station (other than any station which is owned and operated by a State, a political or special purpose subdivision of a State, or a public agency) in existence on November 2, 1978, such station shall comply with the requirements of this paragraph with respect to the establishment of a community advisory board not later than 180 days after November 2, 1978.

(E) The provision of subparagraph (A) prohibiting the distribution of funds to any public broadcast station (other than any station which is owned and operated by a State, a political or special purpose subdivision of a State, or a public agency) unless such station establishes a community advisory board shall be the exclusive remedy for the enforcement of the provisions of this paragraph.”

Commonwealth Public Broadcasting Corporation will establish Advisory Boards for its radio and television stations according to stipulations set out in the following Bylaws for those bodies:

**WCVE-FM
COMMUNITY STATION BOARD
BY-LAWS**

Preamble

This Community Station Board (CSB) is established by action of the Board of Directors of the Commonwealth Public Broadcasting Corporation, licensee of WCVE-FM. Its responsibilities are delegated to it by action of the Board of Directors, and the CSB is accountable only to the Board of Directors. The role of the CSB is solely advisory in nature and in no case shall the CSB have any authority to exercise any control over the daily management or operation of the station.

Article I
Purpose

It is the purpose and intention that the CSB be an effective mechanism for public input into the planning and decision making of the station. More specifically, the board shall have the responsibility to:

- (a) review the programming goals established by the station.
- (b) review the service established by the station.
- (c) review the significant policy decisions rendered by the station.
- (d) advise the Board of Directors of the station with respect to whether the programming and other policies of the station are meeting the specialized educational and cultural needs of the community served by the station.
- (e) make such recommendations as it considers appropriate to meet such needs.
- (f) carry out such other responsibilities as may be delegated to it by the Board of

Directors.

Article II

Membership and Officers

The composition of the CSB should reasonably reflect the diverse needs and interests of the communities served by the station.

2.1 The membership of the CSB shall consist of a minimum of five (5), and a maximum of fifteen (15) members, to be appointed by the Board of Directors. The number of members may be fixed or changed from time to time, within the foregoing minimum and maximum, by the Board of Directors.

2.2 Members shall be appointed for a term of 3 years, 3 members to be appointed each year. The term of office for members may be fixed or changed, from time to time, by the Board of Directors.

2.3 A Chair, a Vice Chair, and a Secretary of the CSB shall be elected annually by the members of the CSB.

2.4 The terms of office of all members will begin on July 1 of the year appointed.

2.5 A nominating committee shall be appointed to nominate new directors, when applicable, as well as a Chairman and Vice Chairman to be elected in the last regular meeting next preceding July 1 each year.

2.6 The remaining Board members of each year shall act as a nominating committee. A majority shall constitute a quorum, and a majority vote of those present shall constitute an act.

2.7 Members may serve up to two (2) consecutive terms (each consisting of two (2) years or more), followed by a year's leave, after which they shall be eligible to serve further terms.

2.8 Notwithstanding anything in this Article to the contrary, the initial members of the CSB shall include all present members of the former Community Advisory Board

(“CAB”). All such members shall be eligible to serve on the CSB (i) for the remainder of the term(s) they are currently serving on the former CAB, or (ii) for new initial term(s) on the CSB, if they are not presently eligible for further service on the former CAB.

Article III Meetings

- 3.1 Meetings shall be held at any location agreed upon.
- 3.2 Meetings shall be held at least four (4) times annually, the dates to be determined by the Chairman.
- 3.3 Any member who falls to attend at least fifty (50%) percent of the regularly scheduled meetings in any year, without appropriate reason submitted to the Chairman, shall automatically be terminated as a member of the CSB.
- 3.4 Members of the CSB shall be notified in writing fourteen (14) days in advance of all meetings.
- 3.5 With proper notice, special meetings of the CSB may be called by the Chairman.
- 3.6 A majority of the members of the CSB shall constitute a quorum and a majority vote of those present shall constitute an act of the CSB.

Article IV Approval of By-Laws and Amendments

- 4.1 These By-laws, and any amendments, must be approved by a majority of the members of the CSB.
- 4.2 These By-laws, and any amendments, must be submitted to the Board of Directors for its approval and shall become effective when approved.

Reissued June, 1992
Revised April, 2005
Revised July, 2009

Commonwealth Public Broadcasting Corporation
Community Station Board
WCVE, WHTJ and WCVW Television
By-Laws

Preamble

The Public Telecommunications Financing Act of 1978 mandates the establishment of community advisory boards by public broadcast stations. This community advisory board is established by action of the Board of Directors of the corporation (the public broadcast station), its responsibilities are delegated to it by action of the Board of Directors, and the community advisory board is accountable only to the Board of Directors. The role of the community advisory board is solely advisory in nature and in no case shall the community advisory board have any authority to exercise any control over the daily management or operation of the station. The Board of Directors has named this community advisory board the "Community Station Board."

Article I

Purpose

It is the purpose and intention that the Community Station Board ("CSB") be an effective and proactive mechanism for public input into the planning and decision making of the station. More specifically, the CSB shall have the responsibility to:

(a) recommend the development of local and regional programs and series, review and evaluate programming strategies established by station management, and propose new strategies or modifications to existing programming strategies;

(b) support the station financially and assist in identifying and cultivating contributing members and major donors, corporate institutional underwriters and special event sponsors;

(c) assist in the development of the proposed annual station budget, including specific budget recommendations, and assist as needed in the preparation of capital funding requests;

(d) propose initiatives for expansion of educational programming for public and private schools, and home school families;

(e) actively advocate in the community on behalf of the station in support of the national and local mission and message of education, culture and citizenship.

(f) work directly with station management in the development of business plans;

(g) review the significant policy decisions rendered by the station;

(h) make such recommendations as it considers appropriate to meet such needs;

(i) carry out such other responsibilities as may be delegated to it by the Board of Directors;

(j) regularly report to the Board of Directors regarding all aspects of the CSB's work.

Article II

Membership and Officers

The composition of the CSB should reasonably reflect the diverse needs and interests of the communities served by the station.

2:01 The membership of the CSB shall consist of up to 22 members, to be appointed by the Board of Directors.

2:02 Members shall be appointed for a term of three (3) years.

2:03 A Chairman, Vice-Chairman and Secretary of the CSB shall be elected annually by the members of the CSB.

2:04 The terms of office of all members and officers will begin on June 1 of each year.

2:05 A nominating committee shall be appointed to nominate a Chairman, Vice-Chairman and Secretary to be elected in the last regular meeting next preceding June 1 each year.

2:06 Given the fact that WHTJ shares a programming schedule with WCVE Television and in light of the closure of the WHTJ office in Charlottesville, I move that the WHTJ Community Station Board be dissolved and that its members be invited to serve on the Community Station Board of WCVE Television and that, henceforth, the WCVE CSB include members from the Charlottesville community.

Article III

Meetings

3:01 Meetings shall be held at least four (4) times annually, the dates to be determined by the Chairman.

3:02 Any member who fails to attend at least fifty percent (50%) of the regularly scheduled meetings in any year, without appropriate reason submitted to the Chairman, shall automatically be terminated as a member of the CSB.

3:03 Members of the CSB shall be notified in writing thirty (30) days in advance of all meetings.

3:04 With reasonable notice, special meetings of the CSB may be called by the Chairman.

3:05 All meetings of the CSB shall be announced reasonably in advance to the public.

3:06 A majority of the members of the CSB shall constitute a quorum and a majority vote of those present shall constitute an act of the CSB.

Article IV

Approval of By-Laws and Amendments

4:01 These by-laws, and any amendments, must be approved by a majority of the members of the CSB.

4:02 These by-laws, and any amendments, must be submitted to the Board of Directors for its approval.

Revised 7-27-2009