

## **Community Advisory Board By-Laws**

We, the Community Advisory Board, do hereby organize ourselves for the purpose of furthering the interests of KMOS-TV, Channel 6.1, 6.2, 6.3 & 6.4 licensed to the Board of Governors of the University of Central Missouri and among the residents of Missouri and to that end adopt the following by-laws for conducting our activities.

### **Article I Name**

**Section 1.** The name of this organization shall be “Community Advisory Board for KMOS-TV.”

### **Article II Office**

**Section 1.** The office of the Community Advisory Board shall be located at the University of Central Missouri in Martin Room #16. Contact address: Community Advisory Board, KMOS TV, Martin #16, Warrensburg, MO 64093. Contact Number: 660-543-4155.

### **Article III Purpose**

**Section 1.** The purpose of the Community Advisory Board is to provide advice, assistance and support for KMOS-TV by:

- (1) Improving mechanisms for effective public decision-making.
- (2) Assisting station in developing programs and policies that address the specialized needs of the communities that it serves.

### **Article IV Function**

**Section 1.** The functions of the Community Advisory Board shall be threefold:

- (1) **Review Function:** Community Advisory Board shall be permitted to review the programming goals established by the station, review the service provided by the station and the significant policy decisions rendered by the station.
- (2) **Advisory Function:** The Community Advisory Board shall advise the governing body of the station with respect to whether the programming and other policies of such station is 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.

- (3) The role of the Advisory Board shall be solely advisory in nature. In no case shall the Board have any control over the daily management or operations of the station.

## **Article V Membership**

**Section 1.** The members of the Community Advisory Board shall consist of no fewer than 10 and no more than 15 persons. The board shall include 1 University of Central Missouri Student as a non-voting member provided they meet the requirements set forth in Appendix A, each student member will serve a single 1 year term.

**Section 2.** A member may serve two consecutive three-year terms and may not be reappointed until one year has passed.

**Section 3.** Good faith efforts shall be undertaken to assure that the Community Advisory Board reasonably reflects the diverse needs and interests of the communities served by board. The compositions of the board shall consider these four factors in selecting members: (1) occupation, (2) need and interests, (3) demographic, (4) geographic.

**Section 4. Selection of members.** The members may be nominated by Broadcast Policy Board of UCM, station personnel, current and/or past Community Advisory Board members and patrons of the public broadcasting station.

**Section 5. Attendance.** Members may be dismissed for the following reasons by vote of the Executive Committee:

- (1) When a member moves away from the service area.
- (2) When a member, because of a change in job or other position, can no longer reasonably reflect the need or interest for which he or she was selected.
- (3) When a member misses three consecutive meetings of the Community Advisory Board without good cause.
- (4) For cause—when a member's actions establish good, sufficient and compelling reason for dismissal.

## **Article VI Officers**

**Section 1.** Officers shall be Chairperson, Vice-Chairperson and Secretary.

**Section 2.** All officers shall be elected by the Community Advisory Board at its annual meeting to hold office until the next annual meeting and until their successors are elected and qualify.

**Section 3.** Duties of the officers shall be the same as usually appertain to such officers and such other duties as the Executive Committee may from time to time delegate to the respective officers. The Chairperson shall be an ex-officio member of all committees.

## **Article VII**

## **Vacancies**

**Section 1.** Vacancies in any office, the Executive Committee, or among the Community Advisory Board may be filled by the Executive committee until the next annual meeting of the Community Advisory Board and until their successors are elected and qualify.

## **Article VIII Meetings of the Community Advisory Board**

**Section 1. Annual Meeting.** The annual meeting of the Community Advisory Board shall be in September or October as the Executive Committee shall determine for elections and such other matters as may properly come before such meeting.

**Section 2. Regular and Special Meetings.** Regular meetings of the Community Advisory Board, in addition to the annual meeting, shall be held each year at a time to be determined by the Chairperson. Special meetings, via electronic or teleconference format, may be called at any time by the Chairperson.

**Section 3. Notice of Meeting.** Two weeks notice shall be given to all members of the date and time of the annual meeting, regular meetings and any special meetings but any irregularity in such notice shall not invalidate such meeting or any proceedings thereat.

**Section 4. Open Meetings.** All meetings of the Community Advisory Board and its committees are open to the public. Reasonable notice shall be made to the public of the fact, time and place of the meetings.

**Section 5. Agenda.** Persons wishing to present items for discussion should submit remarks in writing or electronically to the Chairperson at least 24 hours in advance for inclusions. A time limit for discussion will be determined by the Chairperson.

**Section 6. Quorum.** A quorum for the transaction of business of the Community Advisory Board shall be a majority of the current membership.

## **Article IX Committees**

**Section 1. Executive Committee.** Active management of the affairs of the Community Advisory Board in the periods between meetings shall be vested in an Executive Committee which shall meet at the call of the Chairperson or the Director of Broadcasting Services. The Executive Committee shall consist of the Vice-Chairperson, Secretary and Chairpersons of subcommittees. The Director of Broadcasting Services will serve as an ex-officio member of the Executive Committee. All action taken by the Executive Committee shall be reported to the Community Advisory Board at or prior to its next meeting succeeding such action and shall be subject to revision or alteration by the Community Advisory Board, provided however, that no acts or rights of third parties

done or granted by pursuant to previous action of the Executive Committee shall be affected by any such revision or alteration.

**Section 2. Nominating Committee.**

- A. **Members.** On or before the first day of June in each year the Executive Committee shall appoint four members as a Nominating Committee and shall designate one of them as the convening member.
- B. **Duties.** The nominating Committee shall report at the next annual meeting of the Community Advisory Board its nominations for new board members and officers.

**Section 3. Other Committees.** The Executive Committee or the Chairperson may establish such other committees as may be deemed advisable for the furtherance of the objectives of the organization. Each sub-committee shall elect a chairperson from its members.

**Article X  
Amendments**

**Section 1.** These By-laws may be amended by a vote of the majority of the current members at any meeting of the Community Advisory Board called for the purpose of considering such amendments. The notice of such a meeting shall specifically state the proposed amendment or amendments to be considered at such meeting.

**Appendix A**  
**Requirements for UCM Student Advisory Board Member**

1. Live within the KMOS viewing area, a viewing area map is attached.
2. Be a student in good standing with UCM.
3. Be put forward by the Dean of the respective college (or department chair, if so delegated) and nominated by the Director of Broadcasting services.
4. Attend the Quarterly CAB meetings (they can be held in our viewing area, but at least one is on campus. We will provide transportation or reimburse for travel)
5. Occasionally review programming materials provide by KMOS and provide insight and opinions.