

# KPFT-FM COMMUNITY ADVISORY BOARD POLICIES AND PROCEDURES

## ARTICLE I: IDENTITY

The name of this organization shall be the KPFT - Community Advisory Board (CAB).

## ARTICLE II: MISSION AND FUNCTION

### SECTION A: MISSION

The CAB's mission is defined by the requirements of the Corporation for Public Broadcasting Act, 47 U.S.C. § 396(K)(8), [<http://www.cpb.org/stations/certification/cert3.html>] and as specified in writing by the LSB.

Specifically, section 396 (K)(8) provides that the purpose of the CAB is to assist public broadcasting in being more responsive to community needs by providing for effective public participation in planning and decision making.

The CAB shall be a mechanism for effective public input into planning and decision making to assist the station in developing programs and policies that address the diverse needs and interests of the communities that it endeavors to serve

### SECTION B.: FUNCTIONS

The CAB shall have the following functions:

The CAB shall be permitted to review the programming goals established by the station, the services provided by the station, and the significant policy decisions rendered by the station.

The CAB shall advise the LSB 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. The CAB may make recommendations it considers appropriate to meet such needs.

The advisory board shall report directly to the LSB and the local Station Manager.

### SECTION C: LIMITATIONS

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

## ARTICLE III: OFFICES

The offices of the CAB shall be in the same location as the offices of KPFT, Houston, Texas

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## ARTICLE IV: ORGANIZATION AND OPERATION

### SECTION A: ORGANIZATION

Per the CPB requirements, the composition of the CAB should be reasonably representative of the diverse needs and interests of the communities served by the station. No individual representative of any particular group has a legal right to membership on an advisory board.

In addition, the law does not empower any person, court, or government agency to require a station to take or refrain from taking any action with respect to a station's programming or policies.

### SECTION B: MEMBERSHIP

There shall be no limit on the number of members eligible to serve on the Community Advisory Board.

### SECTION C. ELECTION

Nominations of the CAB membership shall be made to the Local Station Board by:

- The Outreach Committee
- Committee of Inclusion of the Local Station Board, or
- Any current member of the Local Station Board

Each new member shall be appointed by a majority vote of the Local Station Board for a term of two years. The LSB shall strive to stagger CAB members to ensure continuity of action and leadership.

Each CAB member is subject to a maximum of three consecutive terms, with a minimum spacing of 4 years between non-consecutive terms.

### SECTION D: MEETINGS AND ATTENDANCE

The CAB shall meet at regular intervals, but no less than a quarterly basis.

CAB members are expected to regularly attend scheduled meetings. The CAB shall report to the LSB members who fail to attend or be excused for three consecutive meetings, with suggested course of action.

### SECTION E: ACTIVITIES AND REPORTS

The Community Advisory Board shall be permitted to perform the following activities:

1. establish and follow its own schedule and agenda;
2. review the programming goals established by station;
3. review the service provided by the stations;
4. review the significant policy decisions rendered by the station; and
5. advise the Local Station Board whether the programming and other policies of the station are meeting the specialized educational and cultural needs of the communities served by the station, as determined by the advisory board and

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The Community Advisory Board shall be required to prepare the following regular reports: The CAB is requested to prepare minutes of each of its meetings, and a final end of the year report. Such minutes and end of the year report are to be forwarded to the KPFT webmaster for posting on the station's website. In addition the end of the year report is to be presented to the LSB chair.

**ARTICLE VII: AMENDMENTS**

These Policies and Procedures may be amended by a majority vote of those present and voting at a duly noticed regular or special meeting of the Local Station Board.

**ARTICLE VIII: EFFECTIVE DATE**

These Bylaws or any amendments shall become effective upon approval of the Local Station Board. These Bylaws shall not conflict with the Bylaws of the Pacifica Foundation.

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