

GENERAL OVERVIEW OF BYLAWS

The bylaws of an access corporation usually include the following items:

1. Name of Corporation
2. Location of Principal Office of Corporation
3. Purposes
4. Membership
 - qualifications
 - classes of members
 - regular meetings
 - special meetings
 - membership fees
 - voting procedures
 - quorum
 - notice of meetings
5. Board of Directors
 - general powers
 - number of directors
 - tenure of directors
 - election of directors
 - regular meetings
 - special meetings
 - quorum
 - vacancies
 - age limit (if any)
 - compensation
 - termination
 - resignation
 - interest of directors
 - liability of directors for debt
6. Officers
 - officers
 - election procedure
 - term of office
 - removal
 - vacancies
 - compensation
 - resignation
 - duties of each officer

7. Committees

- (a) committees of directors
 - executive committee
 - standing committee
 - other board committees
 - appointment of committees
- (b) other committees
- (c) term of office
- (d) chairman
- (e) vacancies
- (f) quorum
- (g) resignation
- (h) removal

8. Financial Transactions

- (a) contracts
- (b) checks, drafts, etc.
- (c) deposits
- (d) gifts and grants

9. Accounting System and Reports

- (a) accounting system
- (b) fiscal year
- (c) annual report
- (d) inspection of books

10. Procedures for amending the bylaws

11. Corporate Seal

EXAMPLES OF PURPOSES SECTIONS -- NON-PROFIT ACCESS CORPORATIONS{PRIVATE }

Sacramento Community Cable Foundation / Access Sacramento (Sacramento, CA)

- (1) Support, manage, produce, and distribute noncommercial, community-based media programs.
- (2) Administer grants for the production of noncommercial, community-based media programs to nonprofit community groups and organizations.
- (3) Ensure effective promotion of noncommercial, community-based media programs and design training programs in the use of community-based production facilities.
- (4) Encourage, promote, facilitate and further noncommercial, community-based media programming and to conduct business in all aspects related to noncommercial, community-based media programming.

Berkeley Community Media (Berkeley, CA)

This Corporation is formed for scientific, educational, and charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law). Its specific purposes are:

- (1) To support, manage, produce, and distribute noncommercial, community-based media programs;
- (2) To provide individuals, organizations, and institutions on a non-discriminatory basis the necessary resources to produce programming for the noncommercial access channel(s) including production studio and video equipment, training, and channel time;
- (3) To encourage the use of access channels among a wide range of individuals, organizations and institutions within the City of Berkeley;
- (4) To facilitate the use of access channels as a public forum which promotes a free exchange of ideas and information;
- (5) To assure that no censorship over program content of the public access channel(s) exists, except as necessary to comply with the Cable Communication Policy of 1984 (or the corresponding provision of any future federal cable television or telecommunications law), and the Federal Communications Commission prohibition of material that is obscene, contains commercial advertising or conducts a lottery.
- (6) To serve access viewers with programming reflecting the activities, concerns, and interests of the residents of Berkeley in a manner that promotes a free exchange of ideas and information.

- (7) To ensure that no individual is discriminated against with regard to membership, services, access to information or any activity of BCM because of race, national origin, sex, age, sexual preference, religion, disability, political affiliation, or economic status;
- (8) To solicit additional funds and resources for and serve as vehicle for the funding of access activities in the City of Berkeley.
- (9) To determine and conduct or support any and all other lawful things in furtherance of the foregoing charitable and educational purposes, either manifest or latent.

Tucson Community Cable Corporation / Access Tucson (Tucson, AZ)

- (1) To serve the community in community management of access and to ensure the equitable allocation of community programming resources, solely for the exempt purposes as defined in Section 501(c)(6) of the Internal Revenue Code of 1954 and its regulations as the same now exist or as they may hereafter be amended from time to time.
- (2) To promote and foster a cable video and radio community outreach program, the training of users, production facilities, grant assistance and policy formation for access to channels and communications facilities and equipment, in the Tucson area of the State of Arizona and to do any and all things necessary or suitable to those ends including, but not limited to, handling all aspects of the community public access programs.
- (3) To promote and develop programs for the optimal utilization of cable communication systems.
- (4) To develop funding proposals and administer any grant funds obtained for the ongoing development of cable communications.
- (5) To make recommendations to users and to cable system licensee(s) in regard to the institutional networks.
- (6) To make recommendations to the licensee(s) related to services provided to subscribers and users of the system.
- (7) To perform such duties and functions relative to cable communication systems as may be appropriate to maximize the benefit to individuals, institutions and other organizations within the City of Tucson.
- (8) Business shall be carried on by the corporation only in order to accomplish the purposes and objects for which the corporation was established.

Milwaukee Access and Telecommunications Authority (Milwaukee, WI)

The purposes for which this Corporation is formed are:

- (1) To provide cable subscribers with programming reflecting the activities, concern, and interests of the residents of Milwaukee in a manner that promotes a free exchange of ideas and information.
- (2) To provide institutions, agencies, organizations and individuals on a non-discriminatory basis the necessary resources to produce programming for access channels including training, equipment, and production facilities and channel time free of charge.
- (3) To provide training to citizens of Milwaukee in the use of production facilities and equipment.
- (4) To administer program production and management of the public access channels and all other channels as designated in the franchise agreement between the City of Milwaukee and Warner Amex Cable Communications Company of Milwaukee.
- (5) To encourage the use of access channels among a wide range of individuals, group and institutions within the City of Milwaukee.
- (6) To assure that the public access channels are made available to all residents and institutions of the City of Milwaukee on a nondiscriminatory, first come, first served basis.
- (7) To assure that no censorship or control over program content of the channels exists, except as necessary to comply with Federal Communications Commission prohibition of material that is obscene or contains commercial advertising or conducts a lottery.
- (8) To devise, establish, and administer all rules, regulations, and procedures pertaining to the use and scheduling of the access channels.
- (9) To prepare, in conjunction with Warner Amex Cable Communications Company of Milwaukee, such regular or special reports as may be required or desirable.
- (10) To hire and supervise staff and insure compliance with applicable affirmative action and equal opportunity guidelines in the hiring of personnel.
- (11) To make all purchases of materials and equipment that may be required and assure utilization of minority and women contractors, suppliers, and vendors whenever possible.
- (12) To develop additional sources of funding, such as foundation or federal or state grants, to further access programming.
- (13) To perform such other functions relevant to the access channels as may be appropriate.

This Authority is organized on a not-for-profit basis exclusively for charitable, religious, educational, governmental, and scientific purposes, and to do and perform all other acts and services as may be permitted by the provisions of Chapter 181 of the Wisconsin

Statutes as from time to time may be amended, but limited to the furtherance of the exempt purposes within the intentment of Section 501(3)(c) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

Community Access Television of Salina (Salina , KS)

This corporation is formed for scientific, educational, and charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law). Its specific purposes are:

- (1) To support, manage, produce, and distribute noncommercial, community-based media programs;
- (2) To provide individuals, organizations, and institutions on a non-discriminatory basis the necessary resources to produce programming for the noncommercial access channel(s) including training, equipment, production facilities and channel time;
- (3) To encourage the use of access channels among a wide range of individuals, organizations and institutions within the City of Salina.
- (4) To assure that no censorship over program content of the public access channel(s) exists, except as necessary to comply with the Cable Communication Policy of 1984 (or the corresponding provision of any future federal cable television or telecommunications law), and the Federal Communications Commission prohibition of material that is obscene, contains commercial advertising or conducts a lottery.
- (5) To serve access viewers with programming reflecting the activities, concerns, and interests of the residents of Salina in a manner that promotes a free exchange of ideas and information.
- (6) To solicit funds and resources for and serve as a vehicle for the funding of access activities in the City of Salina.
- (7) To determine and conduct or support, in a manner, any and all other lawful things in furtherance of the foregoing charitable and educational purposes, either manifest or latent.

Quote... Unquote (Albuquerque, NM)

The purposes for which the corporation is organized are to operate exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law):

- (1) To develop and promote the concept of public access to existing and future communications media.
- (2) To establish, maintain and operate one (1) or more media access center(s):
 - a. To educate individuals and nonprofit organizations in the use of various media tools and techniques.
 - b. To provide individuals and nonprofit organizations with access to various media tools and assistance in their use.
 - c. To promote programs and support the use of various media as vehicles of artistic expression.
 - d. To produce programs and other media materials in the public interest.
 - e. To establish, maintain and operate a system or systems for the distribution of various media programs and materials, in the public interest.
 - f. To establish, maintain and operate non-commercial broadcasting, telecasting and/or cablecasting facilities for the dissemination of various media programs and materials, in the public interest.
- (3) To sponsor and conduct festivals, competitions, and awards for the purposes of promoting and supporting artistic and technical excellence in the use of media.
- (4) To apply for and to receive contributions, grants, donations, and loans of all types from individuals, organizations, profit and nonprofit, public and private corporations, government agencies and others to support the purposes set forth in these Articles of Incorporation.
- (5) To make loans, grants, gifts, payments or other contributions in order to realize the purposes set forth in these Articles of Incorporation.
- (6) To determine and conduct or support, in any manner, any and all other lawful things in furtherance of the foregoing charitable and educational purposes, either manifest or latent, which may be permitted under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), and which are also permitted under the New Mexico Nonprofit Corporation Act [53-8-1 to 53-8-99] now in force and hereafter amended.

Public Access Television (Iowa City, IA)

This corporation is formed for scientific, educational, and charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law). Its specific purposes are:

- (1) To develop and promote the community use of public access telecommunications media in a non-discriminatory manner that promotes a free exchange of ideas and information;
- (2) To provide individuals and organizations the necessary resources and support to produce programming for the public access channel(s), including training, equipment, production facilities, and channel time;
- (3) To serve public access viewers and listeners by facilitating a diversity of images and sounds, as well as programming of general community interest, on the public access channel(s);
- (4) To embrace equality of opportunity in all aspects of public access management;
- (5) To develop funding resources and to administer such funds in order to promote public access programming;
- (6) To assure that no censorship of program content of the channel(s) exists, except as necessary to comply with the Cable Communications Policy Act of 1984 (or the corresponding provision of any future federal cable television or telecommunications law), and the Federal Communications Commission prohibition of material that is obscene or contains commercial advertising.
- (7) To determine and conduct or support, in any manner, any and all other lawful things in furtherance of the foregoing charitable educational purposes, either manifest or latent.