

**CITY OF LINCOLN**  
**BYLAWS FOR TELECOMMUNICATIONS/CABLE**  
**TELEVISION ADVISORY BOARD**

**ARTICLE I - NAME & DEFINITIONS**

- Section 1. The name of this Board shall be the Telecommunications/Cable Television Advisory Board.
- Section 2. For purposes of these Bylaws, the terms, phrases and words used herein shall have the same meanings as those defined in the Lincoln Municipal Code Chapters 5.15 or 5.17.

**ARTICLE II - DUTIES**

Duties and functions of the Board are to:

- (a) Consider unresolved complaints and disagreements between franchisee and subscribers or users of a franchised communication facility subject to the Lincoln Municipal Code Chapter 5.15.
- (b) Advise the City Council and Mayor on the regulation of rates in accordance with the provisions of the Lincoln Municipal Code.
- (c) Advise the City Council and Mayor regarding general policy issues of community-wide interest relating to telecommunication and technology, including issues related to cable television franchises, technology access broadband availability, internet, Universal Service Fund topics, wireless technologies, and appropriate regulation within the City's authority regarding telecommunications systems.
- (d) At the request of the City Council or Mayor, make recommendations regarding City initiatives that have an impact on cable television service, telecommunication services, communication services and associated activities. Such initiatives may include, but are not limited to, revenue, business incentives, cell towers managed by municipal providers, conduit policy, fiber sharing policy, franchise requirements and services to low income, and wireless services.
- (e) Perform such other duties as the council and Mayor may from time to time assign to the board.

**ARTICLE III - MEMBERS**

- Section 1. The Board shall be composed of eleven (11) members, who shall be a representative cross section of the citizens of the City. Board members shall be broadly representative of the City's population with diverse backgrounds and a reasonable knowledge of telecommunications. The City Council shall appoint a City Council member to serve as one of the eleven board members. No board member shall be affiliated with a local telecommunication company in any way.
- Section 2. Members of the Board shall serve terms of three (3) years, except those filling out the term of a resigned member.
- Section 3. Appointments to the Board shall be by the Mayor with the approval of City Council except for the member appointed by the City Council.

**ARTICLE IV - OFFICERS**

- Section 1. The officers of the Board shall be a Chairperson, Vice-Chairperson, and a Secretary.
- Section 2. The Board shall annually elect its Chair, Vice-Chair, and Secretary to serve for one (1) year or until their successors are elected. Their terms of office shall begin at the close of the annual meeting at which they are elected.
- Section 3. No member shall hold more than one office at a time.

**ARTICLE V - MEETINGS**

- Section 1. The regular meetings of the Board shall be held on the fourth Thursday of the months of January, April, July and October at 4:00 p.m. unless otherwise ordered by the Chairperson. Written notice of the time and place of the meeting shall be sent out to members and to the City Clerk not less than 24 hours before the meeting.
- Section 2. The regular meeting for the month of January shall be known as the annual meeting and shall be for the purpose of electing officers, receiving reports of officers and committees, and any other business that may arise.
- Section 3. Special meetings can be called by the Chairperson of the Board or upon the written request signed by three (3) members of the Board and filed with the Chairperson. The purpose of the meeting shall be stated in the call. Except in cases of emergency, notice shall be given as provided for in Section 1.
- Section 4. One-half of the currently appointed members of the Board shall constitute a quorum. No meeting shall be called to order unless a quorum is present. A majority vote of those present shall be required in order for the Board to act on any matter before it. Telephonic participation in a meeting may be allowed at the discretion of the Chairperson. A vacancy in the membership of the Board shall not impair the right of the remaining members to perform the duties of the Board.
- Section 5. The Board shall consider and may request the resignation or removal of a member having more than two absences from regularly scheduled meetings in any 12-month period of which the member has received proper notification. Members will notify the Chairperson of any expected absence prior to the meeting.

**ARTICLE VI - COMMITTEES**

Standing or special committees shall be appointed by the Chairperson as the Board shall from time to time deem necessary to carry on the work of the Board. The Chairperson shall be ex officio a member of all committees.

**ARTICLE VII - PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Board may adopt.

**ARTICLE VIII - AMENDMENT OF BYLAWS**

These Bylaws can be amended at any regular meeting of the Board by a two thirds vote of the sitting board, provided the meeting notice specifies the proposed amendment wording.