

STATEWIDE VIDEO ADVISORY COUNCIL BYLAWS

ARTICLE I: NAME

The name of this Advisory Council shall be the Statewide Video Advisory Council (SVAC).

ARTICLE II: OBJECTIVE

SVAC may give advice to the management of the Service Provider(s) upon such matters affecting the public, as it deems desirable or necessary. The Service Provider(s) shall respond in a timely manner to issues brought forth by SVAC. These matters shall include, but are not limited to, rendering assistance and advice, representing video television subscribers, educational agencies, municipal agencies, and producers of community-access programming in the State of Connecticut; to promote the use of video television for local communication; and to identify and support regulatory and telecommunication policies and initiatives that support community-access activities and encourage citizen participation.

ARTICLE III: TERMINOLOGY

Section 1: SVAC refers to the Statewide Video Advisory Council.

Section 2: Local Councils refer to the twenty-four existing Cable Advisory Councils that work with operators of cable television systems within the State of Connecticut.

Section 3: Community Access refers to public access, educational access, and governmental access as defined in subsections (b), (d), and (e) of Connecticut General Statutes § 16-333-31 (see Addendum A).

ARTICLE IV: MEMBERS

Section 1: SVAC shall consist of the Members of the Local Councils as defined in Section 6(a) of PA 07-253 (see Addendum B).

Section 2: Each video provider(s) shall appoint one Member who shall serve without a vote.

Section 3: Members of SVAC shall serve without compensation.

Section 4: Members or their alternates of SVAC are expected to attend all regularly scheduled SVAC meetings.

Section 5: Three unexcused absences will deem a Member resigned as per Connecticut General Statutes §16-333-26.

Section 6: Each Local Council shall appoint a member and alternate and furnish SVAC with an appointment letter annually via letter, email or post to the Secretary.

ARTICLE V: ALTERNATE REPRESENTATIVE

Section 1: Each Local Council shall appoint one representative who shall serve as a Member of SVAC. In the event that a member is unable to attend a meeting, that member may assign a temporary alternate from his/her respective Local Council. The member shall inform the Chairman and/or Secretary of SVAC by phone, email or written form specifying the extent and duration for the alternate to serve.

ARTICLE VI: OFFICERS

- Section 1: Officers of SVAC shall be a Chair, a Vice-Chair, a Secretary, and a Treasurer, all of whom shall be elected by members of SVAC. These officers shall perform the duties prescribed by these Bylaws and by the parliamentary authority adopted by SVAC.
- Section 2: At a meeting held during the third quarter of the calendar year, the Chairman shall appoint a Nominating Committee to recommend a slate of candidates for the offices to be filled at the annual meeting of SVAC.
- Section 3: The officers shall be elected by nomination at the annual meeting of SVAC. Officers shall serve for one year beginning on the 1st of January of the following year.
- Section 4: No officer shall hold more than one office at a time, but may, at the discretion of the Chairman, serve as chairman of a subcommittee.
- Section 5: The Chair shall preside over all meetings of SVAC and shall prepare an agenda for each regular and special meeting; and for each shall provide such agendas to the Secretary at least ten days before the scheduled meeting; shall cause said agendas to be posted with the Secretary of the State's Office at least 24 hours in advance of the meeting; shall appoint committees and their chairs upon agreement with the members; and shall be an ex officio member of all committees except the Nominating Committee.
- Section 6: The Vice-Chair shall assume the duties of the Chair in his or her absence, shall become Chair in the event of death or resignation of the Chair.
- Section 7: The Secretary shall prepare minutes of SVAC meetings and shall handle all correspondence; maintain all records including, but not limited to, minutes of SVAC meetings, lists of Members, attendance records, and Bylaws; and shall notify Members by mail or e-mail of each regular meeting at least seven days prior to such meeting. Meeting notifications shall include the minutes of the previous meeting; the proposed agenda of the meeting being called; any enclosures necessary to conduct the business of SVAC; and, for the annual meeting of SVAC, the slate of nominees prepared by the Nominating Committee.
- Section 8: The Treasurer shall maintain the funds, sign checks drawn on the treasury; keep an accurate record of receipts and payments; and shall submit a report to the members at each regular meeting of SVAC.
- Section 9: The Vice Chairman shall be appointed assistant Treasurer with the ability to sign checks in the absence of the Treasurer.
- Section 10: The Treasurer(s) shall be authorized to issue checks up to a limit as authorized by a vote of SVAC.

ARTICLE VII: FUNCTIONS

- Section 1: SVAC shall meet at least twice a year. One meeting, during the fourth quarter of the calendar year, shall be the Annual Meeting. This Annual Meeting shall be for the purpose of electing officers, receiving reports of officers and committees, and for any other business that may arise.
- Section 2: Special meetings of SVAC may be called by the Chair or shall be called upon the written request of one third plus one of the Members of SVAC.
- Section 3: SVAC members shall meet at least twice a year with personnel from the video provider company.
- Section 4: A quorum for meetings of SVAC shall consist of at least one third of the members plus one.
- Section 5: Per PA07-253 Section 6(d) the DPUC shall designate SVAC as an Intervenor in any contested case proceeding before the department involving the certified competitive video provider it advises. This will allow SVAC to provide a voice of reason in the public interest.

ARTICLE VIII: COMMITTEES

- Section 1: The Chair, upon instruction and majority vote from the members, shall name each standing committee.
- Section 2: The Chair shall appoint each special committee and its chair.
- Section 3: The Chair shall be an ex officio Member of all committees except the Nominating Committee.

ARTICLE IX: REPORTS

By January 31st of each year or such other date as required by DPUC, the Treasurer shall provide the Connecticut Secretary of the State with a copy of its latest financial report. By January 31st of each year or such other date as required by DPUC, the Secretary shall provide the Connecticut Secretary of the State with a copy of its latest activities report.

ARTICLE X: PARLIAMENTARY AUTHORITY

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

ARTICLE XI: AMENDMENT OF BYLAWS

These Bylaws may be amended when deemed necessary. The Chairman shall appoint a By-Laws Committee to draft an amendment that shall be presented to the SVAC membership for a vote. A two-thirds (2/3) vote of those present shall be needed for the amendment to be adopted.

THESE BY-LAWS OF THE STATEWIDE ADVISORY COUNCIL WERE ADOPTED ON MARCH 25, 2009 AND TAKE EFFECT AS OF THAT DATE.