



BYLAWS OF CAPITAL PUBLIC RADIO, INC.

(A California Nonprofit Public Benefit Corporation & CSU Auxiliary)

~ As Amended September 2024 ~

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BYLAWS OF CAPITAL PUBLIC RADIO, INC.

(A California Nonprofit Public Benefit Corporation & CSU Auxiliary)

ARTICLE I

Name and Corporate Status of Corporation

The name of this Corporation is Capital Public Radio, INC. The Corporation is organized under the California Nonprofit Public Benefit Corporation Law for public purposes.

ARTICLE II

Corporate Offices

Section 2.01. Principal Office – The principal office of the corporation is currently located at 7055 Folsom Blvd., Sacramento, CA 95826. The Board of Directors may change the principal office from one location to another. Any change of the location of the principal office shall be noted by the Secretary on these Bylaws opposite this section, or this section may be amended to state the new location.

Section 2.02. Other Offices – The Board of Directors may at any time establish branch or subordinate offices at any place or places where the Corporation is qualified to conduct business.

ARTICLE III

Specific Purpose

The specific and primary purpose of this Corporation is to operate one or more radio stations, providing the communities served by the Corporation's stations with music, arts and information radio broadcasts of the highest quality, fulfilling its mission and consistent with the Corporation's status as a Public Benefit Corporation, exempt from tax under Internal Revenue Code §501(c)(3).

As an auxiliary organization (as authorized under Education Code §89900 et. seq.) of, but legally separate from, the California State University, it is organized specifically for the purpose of operating the radio stations licensed to the Board of Trustees of the California State University, specifically its Sacramento, Chico and Humboldt campuses. In operating these stations, the authorized functions of the Corporation are defined by the “Operating Agreement between the California State University and Capital Public Radio, INC.” as follows:

Auxiliary is authorized to perform the following functions authorized by, CCR tit.5, §42500, which are activities essential and integral to the educational mission of the University:

(a) Instructionally Related Programs and activities associated with the operation and management of a public radio station or stations.

(b) Solicit gifts, bequests, devises, endowments, trusts and similar funds for the benefit of CPR (Capital Public Radio).

(c) Public relations, fundraising, fund management, and similar development programs.

Auxiliary agrees to receive and apply exclusively the funds and properties coming into its possession toward furthering these purposes for the benefit of CSU and the University. Auxiliary further agrees that it shall not perform any of the functions listed in CCR tit.5, §42500 unless the function has been specifically assigned in this operating agreement with the University. Prior to initiating any additional functions, Auxiliary understands and agrees that CSU and Auxiliary must amend this agreement in accordance with Section 21, Amendment.

ARTICLE IV

Members

Section 4.01. Members – The Corporation shall have no members as that term is defined in §5056 of the California Nonprofit Corporation Law. Any action which would otherwise require approval by a majority of all members or approval by the members pursuant to the California Public Benefit Corporation Law shall require only approval by the Board of Directors. All rights which would otherwise vest in the members under said Law shall vest in the Board of Directors.

Section 4.02. Associates – Notwithstanding section 4.01, the Corporation may refer to persons associated with it as "members" even though such persons are not members within the meaning of that term under §5056 of the California Nonprofit Corporation Law or any corresponding section of any future California Nonprofit Corporation Law. Such persons shall be deemed associated persons with respect to the Corporation as that term is defined in §5332 of the California Nonprofit Public Benefit Corporation Law and no such reference shall result in the creation of statutory members in this Corporation.

ARTICLE V

Board of Directors

Section 5.01. General Corporate Powers – The business and affairs of this Corporation shall be conducted and all corporate powers shall be exercised by or under the direction of the Board of Directors. Subject to the limitations expressed in Article 8, Section 8.01, the Board may delegate the management of the activities of the Corporation to any person or persons, or committee however composed, provided that the activities and affairs of the Corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board.

Section 5.02. Number and Classification of Directors

- (a) Total Number and Classes of Directors – Unless the total number of Directors is changed by an amendment of this section 5.02, the Board of Directors shall consist of at least fifteen (15), but no more than twenty-five (25) Directors, classified in three classes, namely: Public Directors, Ex-Officio Directors and Partner-Appointed Directors. Subject to the limitations imposed by this section on the total number of Public, Ex-Officio and Partner-Appointed Directors, vacant positions on the Board may be filled by action of the Board at any duly noticed meeting of the Board, or by a partner organization as to Partner-Appointed positions. No employee of the Corporation, other than its President, shall be eligible to serve on the Board.
- (b) Number and Qualifications of Public Directors - There shall be at least seven (7), but no more than seventeen (17), Public Directors unless and until the maximum and minimum number of Public Director positions specified herein are changed by amendment to these Bylaws.
- (c) Number and Designation of Ex-Officio Directors - There shall be a maximum of two (2) Ex-Officio Directors, who shall be the persons described in this subparagraph:
- i) President of Capital Public Radio, Inc. The individual employed as the Corporation's President & General Manager shall be an Ex-Officio Director of the Corporation.
 - ii) Vice President for Administration of California State University Sacramento or his or her designee.
- (d) Number and Designation of Partner-Appointed Directors – In addition to the Vice President of Administration who served as an Ex-Officio Director, there shall be no more than eight (8) Partner-Appointed Directors who shall be selected as follows:
- i) One (1) Partner-Appointed Director shall be the President of California State University, Sacramento or his or her designee;
 - ii) One (1) Partner-Appointed Director shall be a faculty member of California State University, Sacramento appointed by the President of the University;
 - iii) One (1) Partner-Appointed Director shall be a student of California State University, Sacramento appointed by the President of the University; and
 - iv) One (1) additional Partner-Appointed Director as may, at the discretion of the President of California State University, Sacramento, be appointed to the Board.
 - v) One (1) Partner-Appointed Director shall be the President of California State University, Chico or his or her designee
 - vi) One (1) Partner-Appointed Director shall be the President of California State University (CalPoly) Humboldt or his or her designee.

Section 5.03. Terms of Office

- (a) Directors – Directors shall serve for a term of three (3) years. With the exception of those individuals serving as an officer of the Board pursuant to Article 9 herein, no person shall be eligible for election as a Director for more than two (2) consecutive complete terms of three (3) years each; provided,
- (b) However, upon a determination by the Board, a Director may serve one additional term commencing at least one year after the termination of a Director’s service. Any officer, whose second and final term as a Director shall expire prior to the completion of their term as an officer, may continue to serve as a Public Director through their full term as an officer. Any Director who is elected to the position of Vice Chair may continue to serve as a Director, regardless of their length of service on the Board, through succession to and completion of their terms as Chair and Past Chair. For purposes of the limitation on consecutive terms of office imposed by this subparagraph (a), the relevant year shall be the calendar year, rather than the fiscal year of the Corporation. If an individual is elected or appointed for an initial term of less than two (2) years, that term shall not count for purposes of computing the limitation of two consecutive terms of office. Term limits shall not apply to Ex-Officio Directors.

Section 5.04. Nomination and Election of Public Members

(a) Nomination of Public Directors

- i) Nominations by Committee – The Governance Committee shall nominate qualified candidates for election to at least that number of positions on the Board that need to be filled in order to have a Board which includes at least seven (7) Public Directors. At any time during the year, if the Governance Committee nominates qualified candidates who ought to be considered for election to any vacant Public Director positions, said Committee can recommend to the Board of Directors that such persons be elected as Public Directors.
 - ii) Nominations From the Floor – Any Directors present during a session of the Board may place names for nomination, provided however that no action may be taken on a candidate nominated from the floor at a meeting until review and consideration by both the Governance Committee and the Board as a whole.
- (b) Election of Public Directors - At any designated meeting of Directors, the Board shall elect such candidates as necessary to ensure a minimum of seven (7) Public Director positions. Elections for the Public Director seats shall be conducted by voice vote, or through voting by email. The candidates receiving the highest number of votes, up to the number of Public Directors to be elected, shall be elected to office; provided,

however, that a candidate's election must, in all cases, be supported by the affirmative vote of at least a majority of the Directors in attendance at a meeting at which a quorum is present.

- (c) Prohibition of Cumulative Voting – Cumulative voting in the election of Directors, as defined in Corporations Code §5616, shall not be permitted.

Section 5.05 Appointment of Ex-Officio and Partner-Appointed Directors – Ex-Officio and Partner-Appointed Directors shall be appointed or assume their seats by virtue of their office or appointment.

Section 5.06. Resignation and Removal of Directors and Filling Vacancies on the Board of Directors

- (a) Vacancies – A vacancy or vacancies in the Board of Directors shall be deemed to exist on the occurrence of any of the following:
- i) The death, resignation, or removal of a Director; or
 - ii) An increase in the authorized number of directors.
- (b) Resignation of Directors – Any Director (Public, Ex-Officio or Partner-Appointed) may resign, which resignation shall be effective on giving written notice to the President, the Secretary, the Board of Directors, or the Staff Administrator, unless the notice specifies a later time for the resignation to become effective. If the resignation of a Public Director is intended to be effective at a future time, the Board of Directors may elect a successor to take office when the resignation becomes effective. If the resignation of an Ex-Officio or Partner-Appointed Director is intended to be effective at a future time, the person with authority to fill that position by designation may designate a successor to take office when the resignation becomes effective.
- (c) Filling of Vacancies
- i) Public Directors - Vacancies in Public Director positions on the Board may be filled by the vote of a majority of a quorum of the Board, or if the number of Directors then in office is less than a quorum, the vacancy may be filled by (A) the unanimous written consent of the remaining Directors, or (B) the affirmative vote of a majority of the remaining members of the Board at a duly held meeting or (C) by the sole remaining Director.
 - ii) Ex-Officio Directors – If the position of President of the Corporation is vacant (thus causing a vacancy in that Ex-Officio Director position), the position shall remain vacant until a qualified person is available.
 - iii) Partner-Appointed Directors – If a vacancy occurs in any Partner-Appointed Director position, the position shall be filled by the designated person or persons.
- (d) Removal of Public Directors
- i) Automatic Vacancy – The office of any Public Director shall be deemed

vacant upon any of the following: (A) declaration of unsound mind by a final order of court, (B) conviction of a felony; (C) determination by a final order or judgment of any court to have breached any duty under Article 3 (commencing with §5230) of the California Corporation Code;

- ii) Board Removal – The Board of Directors may remove any Public Director with or without cause by the vote of a majority of the Directors in office.
- (e) Removal of Partner-Appointed Directors – Any Partner-Appointed Director may be removed from office at any time by action of the partner organization, or through a majority vote of the Board of Directors with or without cause.

Section 5.07 Compensation – The Directors shall serve without compensation for their services as a Director. However, subject to the limitations imposed by section 7.02, below, nothing herein shall preclude any Director from serving the Corporation simultaneously in another capacity, such as an agent, independent contractor (including professional service provider), or employee of the Corporation and receiving compensation for those other services so long as any relationship between a direction and the Corporation involving compensation, directly or indirectly, to the Director is approved by the Board in accordance with section 7.02(c).

ARTICLE VI

Voting Rights and Meetings of the Board of Directors

Section 6.01. Voting Rights – All Directors (Public, Ex-Officio, and Partner-Appointed) shall be voting Directors. On any matter or proposal put to the Directors for a vote, each Director shall have one (1) vote. Voting may be conducted at a meeting (including meetings conducted exclusively or hybrid-style using Zoom or similar digital/video conference platform, or other permitted communications media; see section 6.02(b), below) or by use of a written ballot delivered to each Director in writing or by electronic means.

Section 6.02. Meetings of the Board

- (a) Call of Meetings – Regular and special meetings of the Board of Directors may be called by the Chair of the Board, the Vice Chair (but only in the absence or incapacity of the Chair), the President of the Corporation or the President of California State University, Sacramento (or their designee on the Board).
- (b) Place of Meetings – All conventional meetings of the Board of Directors (i.e., meetings where Directors assemble in-person, hybrid or by video conference platform) shall be held at the principal office of the Corporation or at such other location within the Corporation’s radio service area as determined by the Chair of the Board or, in their absence or incapacity, by the Vice-Chair, the President of the Corporation, or the President of California State University, Sacramento (or their designee on the Board). During in-person, hybrid, and video-only meeting modalities,

- participation in the meeting constitutes:
- i) Each member of the Board participating in the meeting can communicate with all other members concurrently;
 - ii) Each member is provided the means of participating in all matters coming before the Board at the meeting, including the capacity to propose, or to interpose an objection, to any specific action to be taken by the Corporation;
 - iii) The Corporation adopts and implements some means of verifying both that the people participating in the meeting are, in fact, Directors and that all statements, questions, actions or votes were made by a Director and not by some other person.
- (c) Regular Meetings – Regular Board meetings shall be held with such frequency as determined by the Chair of the Board. To facilitate the annual planning of individual Directors, it is the policy of this Corporation to establish and communicate to all Directors an annual schedule of meetings at the beginning of each year. In addition, notice of the date, time and location of each regular meeting shall be communicated to each board member not less than one (1) week prior to the meeting. The notice should also include an agenda for the meeting.
- (d) Special Meetings – Special meetings of the Board of Directors may be held subject to notice of such special meeting being delivered at least 24 hours' notice to the special meeting to the Board and to any medium or other party to be directly affected by the meeting, and to any other person who has requested notice in writing. Notice may be delivered by email or other electronic means. The notice of any special meeting shall state the date, time, location, and the business to be transacted in an agenda for the meeting.
- (e) Waivers and Consents – Notice of any regular or special meeting need not be given to any Director who signs a waiver of notice or a written consent to holding the meeting or an approval of the minutes thereof, whether before or after the meeting, or who attends the meeting without protesting, prior thereto or at its commencement, the lack of such notice to such Director. All such waivers, consents, and approvals shall be filed with the Corporation records or made a part of the minutes of the meetings to which the waiver, consent and/or approval pertains.
- (f) Quorum – The presence at a duly noticed meeting of fifty percent (50%) of all Directors plus one (1) shall constitute a quorum of the Board of Directors for the transaction of business. In the absence of a quorum, no business may be conducted at a meeting, except to entertain and act upon a motion to adjourn as provided in subparagraph (i), below.
- (g) Transactions of Board – Except as otherwise provided in the Articles, in these Bylaws, or by law, every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present is the act of the Board of Directors; provided, however, that any meeting at which a quorum was initially

- present may continue to transact business notwithstanding the withdrawal of a sufficient number of Directors to reduce those remaining to less than a quorum if any action taken is approved by at least a majority of the required quorum for such meeting, or such greater number as is required by the law, the Articles, or these Bylaws.
- (h) Conduct of Meetings – The Chair of the Board or, in their absence, the Vice Chair of the Board shall preside over meetings of the Board of Directors. The Secretary of the Corporation or, in the Secretary's absence, any person appointed by the presiding officer, shall act as Secretary of the Board of Directors.
 - (i) Adjournment – The majority of Directors present at any meeting, whether a quorum is present, may adjourn any meeting to another time and place. If the meeting is adjourned for more than twenty-four (24) hours, notice of the adjournment to another time or place must be given prior to the time scheduled for reconvening the adjourned meeting to those Directors who were not present at the time of the adjournment.

Section 6.03. Action Without a Meeting – Any action required or permitted to be taken by the Board of Directors may be taken without a meeting if all members of the Board of Directors individually or collectively consent in writing to such action. Such written consent(s) shall be filed with the minutes of the Board of Directors' proceedings. Such action(s) by written consent shall have the same force and effect as the unanimous vote of the Directors.

ARTICLE VII

Powers of the Board of Directors and Limitations Thereon

Section 7.01. Specific Powers – Without prejudice to the general powers of the Board of Directors as stated in section 5.01, above, and subject to the limitations set forth below or otherwise imposed by law, the policies of the Board of Trustees of the California State University applicable to University Auxiliary Organizations and/or the Operating Agreement between California State University and Capital Public Radio, Inc., the Board of Directors shall have the power to:

- (a) Exercise all powers vested in the Board under the laws of the State of California.
- (b) Select and remove all officers of the Corporation; prescribe any powers and duties for them that are consistent with law, with the Articles of Incorporation, and with these Bylaws; and fix their compensation and require from them security for qualified performances of their duties.
- (c) Change the principal office from one location to another.
- (d) Adopt, make, and use a corporate seal and alter the form of the seal.
- (e) Borrow money and incur indebtedness on behalf of the Corporation and cause to be executed and delivered by the Corporation's purpose, in the corporate name. This must be done in conjunction with station management and with specific purpose.
- (f) Contract and pay premiums for insurance and bonds (including general liability

- insurance, Directors' and Officers' liability insurance and fidelity bonds) as may be required by the Corporation.
- (g) Review and approve budgets and maintain a full set of books and records of account showing the financial condition of the Corporation in a manner consistent with generally accepted accounting principles (“GAAP”) and non-GAAP financial measurements when appropriate, and at no greater than annual intervals prepare an annual audited financial report and prepared 990 for the Corporation.
 - (h) Appoint such committees as the Board deems necessary or desirable in accordance with Article 8, hereof.
 - (i) Bring and defend actions on behalf of the Corporation so long as the action or defense is pertinent to the operations and purposes of the Corporation.
 - (j) Acquire, by purchase or lease, land and equipment for office and broadcast facilities, or for the location of towers, antennas, or other electronic equipment that is necessary or appropriate to improving the quality of broadcast service in the communities served by the Corporation's radio stations or to expand the coverage area of the Corporation's broadcasts to the extent permitted by applicable laws and governmental regulations. These actions must be done in conjunction with station management and with specific purpose.
 - i. As an initial step, all of the Auxiliary’s expenditures and fund appropriations shall be approved by the Auxiliary’s governing board. (See, Education Code § 89904.) This should be completed through a budget approval process with delegation to operating officer(s) to implement the budget plan. The Auxiliary’s proposed budget must be presented to the campus President for approval, to ensure that the Auxiliary is operating as an “integral part of the overall campus program.” (See, 5 Cal. Code Reg. § 42402.) All of the Auxiliary’s expenditures must comply with applicable state law and CSU and campus policies. (See, Education Code 89900(b)-(c).) Expenditures outside of normal business operations shall be approved in accordance with trustee policy and regulations by an officer of the trustees (e.g., campus president). (See, Education Code § 89904.).

Section 7.02. Scope of Authority and Limitations on Powers

- (a) Notwithstanding the powers conferred on the Board pursuant to Sections 5.01 and 7.01, above, this Corporation shall not engage in any transaction which meets the definition of a "self-dealing transaction" as defined in §5233 of the Nonprofit Public Benefit Corporation Law unless the transaction has been approved by one of the means specified in subparagraph (d) of said §5233.
- (b) The Corporation manages the radio stations licensed to the Board of Trustees of the California State University on behalf of the Trustees as a recognized auxiliary organization of the University. Therefore, the Board is obligated to file all

- applications and other documents, and to take such further actions as required by state law (including California Education Code §89000, et seq.) and the regulations and policies established by the Board of Trustees of the California State University (including Title 5 §42400 et. seq. of the California Code of Regulations) and/or the Operating Agreement between California State University and the Corporation to maintain the Corporation's good standing as a recognized auxiliary.
- (c) Unless it is established that the contract or transaction is just and reasonable as to the Corporation at the time it is authorized, approved or ratified, this Corporation shall not enter into a contract or transaction with any other Corporation, association or entity in which one or more of the Corporation's Directors are Directors unless the material facts as to the transaction and the Director's common Directorship are fully known or disclosed to the Board. The Board must approve, authorize or ratify any such contract or transaction in good faith and by a vote sufficient without counting the vote of the common Director(s).
 - (d) A contract for a value amount at or above \$100,000 shall be approved by the Corporation's Board of Directors. The Corporation's President, General Manager, Chief Executive Officer and/or any other officer or employee of the Corporation shall not execute a contract in the name of the Corporation which has a value amount of at least \$100,000 without obtaining prior approval by a vote of the Corporation's Board of Directors. Any third-party contractor entering into a contract with the Corporation for a value amount at or above \$100,000 without approval of a vote of the Board of Directors is hereby put on notice that such contract is voidable, unless ratified by a subsequent vote of approval by the Board of Directors.
 - (e) This Corporation shall not make any loan of money or property to, or guarantee the obligation of, any Director or officer, unless the transaction is first approved by the Board of Trustees of the California State University and the California Attorney General. This provision shall not apply to any reasonable advance due to expenses expected to be incurred in the performance of the Director's or officer's duties.
 - (f) Except as provided in §5240(c) and §5241 of the Nonprofit Public Benefit Corporation Law, in the investment, reinvestment, purchase, acquisition, exchange, sale and management of the Corporation's investments, the Board shall:
 - i) Avoid speculation, looking instead to the permanent disposition of the funds, considering the probable income, as well as the probable safety of the Corporation's capital; and
 - ii) Comply with additional standards, if any, imposed by the Articles of Incorporation, these Bylaws or the express terms of any instrument or agreement pursuant to which the invested asset was contributed to the Corporation.

ARTICLE VIII

Committees

Section 8.01. Standing Committees – The Corporation shall have the following Standing Committees:

- (a) Executive Committee – To the extent determined by the Board of Directors, the Executive Committee shall have the authority of the Directors in the governance of the business of the Corporation between meetings of the Board, including but not limited to the performance evaluation of the General Manager; provided, however, that the Executive Committee shall not unilaterally exercise any of the powers enumerated in Section 7.01 of the Bylaws without a majority vote of the Board of Directors, at a duly called meeting of the Board. The Executive Committee shall consist of the Chair of the Board, the Vice Chair, the Treasurer, the Secretary, the immediate Past Chair, and the Chairs of the Governance and Development Standing Committees. The President & General Manager of the corporation shall serve as an Ex-Officio member of the Executive Committee, without a vote on matters requiring action by the Committee. The President may be excused by the Chair from attending meetings of the Executive Committee when the Committee is meeting to consider matters where attendance by the President would be inappropriate. The Directors may, from time to time and upon nomination by the Chair, elect additional Directors to serve on the Executive Committee. The Chair of the Board of Directors shall be the Chair of the Executive Committee.
- (b) Finance Committee – The Finance Committee shall offer recommendations to the Board in the governance of the budget and finances of the Corporation. It shall review the Corporation’s monthly financial performance, the annual budget and the annual financial audit. The Treasurer shall be the Chair of the Finance Committee.
- (c) Audit Committee – There shall be separate from, and in addition to the Finance Committee, an Audit Committee. The Audit Committee shall be responsible for overseeing the annual external financial audit of Capital Public Radio, Inc. and the retention, supervision, and termination of the independent auditor. The Audit Committee membership and its specific responsibilities shall be determined by the Board of Directors, provided all such parameters shall comply at all times with the requirements set forth in California Government Code §12586, or any successor provision thereto. In addition to its audit oversight responsibilities, the Audit Committee shall serve as the primary point of contact for any confidential and anonymous complaints regarding the Corporation’s accounting, compliance, and auditing matters.
- (d) Governance Committee – The Governance Committee shall have the duty and authority to support the members of the CapRadio Board of Directors from time of candidacy through CapRadio Board alumni status. Its responsibilities shall include,

- but not be limited to: Board member recruitment, nomination, orientation, mentoring, activities, evaluation, and current and past member involvement.
- (e) Development Committee – The Development Committee’s mission is to raise community awareness and develop, implement, and secure philanthropic support for Capital Public Radio. To this end, the Development Committee, in coordination with staff and management, shall recommend fundraising activities and actively participate in them. The committee shall serve as ambassadors of Capital Public Radio and encourage the broader community to support CapRadio philanthropically. It shall work with staff and management to cultivate donors, and to support other major fundraising efforts. It shall raise community awareness of Capital Public Radio and the value it brings to the broader community.

Section 8.02. Other Committees of Directors – The Board of Directors may designate one or more committees of the Board consisting of two (2) or more Directors to serve for a length of time to be determined by the Board. Committees may also include individuals from the Corporation's radio staff or members of the general public, to serve at the pleasure of the Board of Directors. Any committee, to the extent provided in the resolution of the Board of Directors, shall have all the authority of the Board of Directors with respect to matters within the jurisdiction of the Committee, as defined in these Bylaws or in the Board resolution establishing the Committee. Notwithstanding the foregoing, no committee, regardless of Board of Director resolution, may take any of the following actions:

- (a) Fill vacancies on the Board of Directors or in any committee;
- (b) Amend or repeal Bylaws or adopt new Bylaws;
- (c) Amend or repeal any resolution of the Board of Directors which by its express terms is not so amendable or repeatable;
- (d) Appoint any other committees of the Board of Directors or the members of these committees;
- (e) Approve any transaction
 - i) To which the Corporation is a party and one or more Directors have a material financial interest; or
 - ii) Between the Corporation and one or more of its Directors or between the Corporation or any person in which one or more of its Directors have a material financial interest.
- (f) Unilaterally take any action to hire, fire, discipline, put on probation, or otherwise augment, the duties and responsibilities of any officer of the Corporation.

Section 8.03. Ad-Hoc Committees

- (a) The Board of Directors may designate one or more Ad Hoc committees. An Ad Hoc committee shall perform specific task(s), and automatically cease to exist upon serving its purpose. The Board of Directors shall establish Ad Hoc committees,

determine the size of Ad Hoc committees, appoint their Chairs and members, assign written charges and specify reporting requirements. The term of service for Chairs of Ad Hoc committees and committee members shall be determined by the Board of Directors. Ad Hoc committees may be comprised of Directors and non-Directors. Vacancies in the membership of any Ad Hoc committee may be filled by the Chair of the Board with the concurrence of a majority of the Board.

- (b) The duties of Ad Hoc committee Chairs shall be as follows:
- i) to carry out the written charges as assigned by the Board of Directors;
 - ii) to participate in the discussions of the Board of Directors as they pertain to the charges of the Ad Hoc committees; and
 - iii) to report on the results of committee work, in keeping with the written charges to the Ad Hoc committee.

In addition to and separate from Ad Hoc committees described above, the Board of Directors may form panels, workgroups, and advisory committees to support and advance its substantive mission, goals, and objectives in such manner as specified in the resolution forming the panel, workgroup, or advisory committee. In no event shall any such panel, workgroup, or advisory committee assume any authority or duties for the governance of the corporation.

Section 8.04. Meetings and Actions of Committees – Meetings and actions of committees shall be governed by, held and taken in accordance with the provisions of Article 6 of these Bylaws concerning meetings of Directors, with such changes in the context of those Bylaws as are necessary to substitute the committee and its members for the Board of Directors and its members, except that the time for regular meetings of committees may be determined either by resolution of the Board of Directors or by resolution of the committee. Without limiting the foregoing, committees are specifically authorized and empowered to conduct meetings through the use of Zoom or similar digital/video conference platform, or other permitted communications media to the extent and in the manner provided in Section 6.02(b), above. The Chair and General Manager shall serve as Ex-Officio members of all committees. Capital Public Radio staff may be assigned to any committee as Ex-Officio support, without a vote on matters coming before the committee. Minutes shall be kept of each meeting of any committee and shall be filed with the corporate records. The Board of Directors may adopt rules for the governance of any committee consistent with the provisions of these Bylaws or State law. The requirements of this Section 8.04 shall not apply to Ad Hoc committees, panels, workgroups, and advisory committees. The Board of Directors shall establish the rules and requirements for governance, meetings and actions applicable to Ad Hoc committees, panels, workgroups, and advisory committees upon their formation.

ARTICLE IX Officers

Section 9.01. Number and Title – The officers of the Corporation shall be a Chair of the

Board, a Vice Chair, a President, a Secretary, and a Treasurer. The Corporation may also have, at the discretion of the Board of Directors, other subordinate officers as may be appointed in accordance with the provisions of Section 9.03. except that neither the Secretary nor the Treasurer may serve concurrently as either the President or the Chair of the Board.

Section 9.02. Election of Officers and Term of Office – The officers of the Corporation, or those officers appointed in accordance with the provisions of Section 9.03, shall be elected by the Board of Directors to serve for two-year terms or until their successors are elected and qualify. Each officer shall serve at the discretion of the Board of Directors, subject to the rights, if any, of an officer under any contract of employment.

Section 9.03. Subordinate Officers – The Board of Directors may appoint, and may authorize the Chair of the Board of Directors, the Vice Chair, or another officer to appoint, any other officers that the business of the Corporation may require, each of whom shall have the title, hold office for the period, have the authority, and perform the duties specified in these Bylaws or determined from time to time by the Board of Directors.

Section 9.04. Removal of Officers – Without prejudice to any rights of an officer under any contract of employment, any officer may be removed, with or without cause, by the Board of Directors, at any regular or special meeting of the Board of Directors, or, except in case of an officer chosen by the Board of Directors, by an officer on whom such power of removal may be conferred by the Board of Directors.

Section 9.05. Resignation of Officers – Any officer may resign at any time by giving written notice to the President, the Secretary, the Board of Directors, or the Staff Administrator. Any resignation shall take effect at the date of the receipt of that notice or at any later time specified in that notice; and, unless otherwise specified in that notice, the acceptance of the resignation shall not be necessary to make it effective. Any resignation is without prejudice to the rights, if any, of the Corporation under any contract to which the officer is a party.

Section 9.06. Vacancies in Offices – A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these Bylaws for regular appointments to that office.

Section 9.07. Responsibilities of Officers

- (a) Chair of the Board – The Chair of the Board of Directors shall preside at meetings of the Board of Directors and exercise and perform such other powers and duties as may be from time-to- time assigned by the Board of Directors or prescribed by these Bylaws.
- (b) Vice Chair of the Board – The Vice Chair shall be the person selected by the Board to succeed the incumbent Chair upon expiration or vacation of the Chair’s term of office. The Vice Chair shall preside at meetings of the Board in the absence of the

- Chair and shall perform such other duties and responsibilities as may be delegated to the Vice Chair, from time to time, by the Chair.
- (c) President – The President shall be the general manager of the Corporation and shall, subject to the control of the Board of Directors, have supervision, direction, and control of the business and affairs of the Corporation. Such officer shall perform all duties incident to the office of President and such other duties as may be required by law, by the Articles of Incorporation or by these Bylaws, or which may be prescribed from time to time by the Board of Directors.
- (d) Secretary – The Secretary shall discharge, or cause to be discharged, the following responsibilities:
- i) Keep at the principal office or such other place as the Board of Directors may direct, a book of minutes of all meetings and actions of Directors, committees of Board of Directors, with the time and place of holding, whether regular or special, and, if special, how authorized, the notice given, the names of those present at such meetings, and the proceedings of such meetings;
 - ii) Keep at the principal office, as determined by resolution of the Board of Directors, records of the Directors, showing the names of all Directors and their addresses;
 - iii) Give notice of all meetings of the Board of Directors required by these Bylaws to be given; and
 - iv) Have such other powers and perform such other duties as may be prescribed by the Board of Directors or these Bylaws.
- (e) Treasurer – The Treasurer shall discharge, or cause to be discharged, the following:
- i) Keep and maintain adequate and correct books and records of accounts of the properties and business transactions of the Corporation, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital, retained earnings, and other matters customarily included in financial statements;
 - ii) Deposit all money and other valuables in the name and to the credit of the Corporation with such depositories as may be designated by the Board of Directors; California State University, Sacramento, whenever they request it, an account of all of the transactions as Treasurer and of the financial condition of the Corporation;
 - iii) Disburse the funds of the Corporation as may be ordered by the Board of Directors;
 - iv) Render to the Chair, the President, the Board of Directors and the President of California State University, Sacramento, whenever they request it, an account of all of the transactions as Treasurer and of the financial condition of the Corporation;
 - v) If required by the Board of Directors, furnish a bond to the Corporation (and at its expense) in the amount and with the surety or sureties specified by the

Board of Directors for faithful performance of the duties of that office and for restoration to the Corporation of all its books, papers, vouchers, money, and other property of every kind in the possession or under the control of the Treasurer upon the death, resignation, retirement, or removal from office thereof; and

- vi) Have other powers and perform such other duties as may be prescribed by the Board of Directors or these Bylaws.

ARTICLE X

Indemnification/Limitation on Liability

Section 10.01. Definitions – For the purposes of this Article 10, "associate" means any person who is or was a Director, officer, employee, or other agent of the Corporation; "proceeding" means any threatened, ending, or completed action or proceeding, whether civil, criminal, administrative, or investigative; and "expenses" includes without limitation attorneys' fees and any expenses of establishing a right to indemnification under Section 10.04 or 10.05(b) of this Article 10.

Section 10.02. Actions by Third Parties – The Corporation shall have power to indemnify any agent of the corporation who was or is a party, or is threatened to be made a party to any proceeding (other than an action by or in the right of the Corporation to procure a judgment in its favor, an action brought under §5233 of the California Nonprofit Public Benefit Corporation Law, or an action brought by the Attorney General or a person granted relator status by the Attorney General for any breach of duty relating to assets held in charitable trust), by reason of the fact that such person is or was an agent of the Corporation, against expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred in connection with such proceeding if such agent acted in good faith and in a manner such person reasonably believed to be in the best interests of the Corporation and, in the case of a criminal proceeding, had no reasonable cause to believe the conduct of such person was unlawful. The termination of any proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent shall not, of itself, create a presumption that the agent did not act in good faith and in a manner which the agent reasonably believed to be in the best interests of the Corporation or that the agent had reasonable cause to believe that the agent's conduct was unlawful.

Section 10.03. Actions by or in the Right of the Corporation – The Corporation shall have the power to indemnify any agent who was or is a party or is threatened to be made a party to any threatened, pending, or completed action by or in the right of the Corporation, or brought under §5233 of the California Nonprofit Public Benefit Corporation Law, or brought by the Attorney General or a person granted relator status by the Attorney General for breach of duty relating to assets held in charitable trust, to procure a judgment in its favor by reason of the fact that such person is or was an agent of the Corporation, against expenses actually and reasonably incurred by such agent in connection with the defense or settlement of such action if such agent

acted in good faith, in a manner the agent believed to be in the best interests of the Corporation, and with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances. No indemnification shall be made under this Section 10.03 in any of the following circumstances:

- (a) In respect of any claim, issue, or matter as to which the agent shall have been adjudged to be liable to the Corporation in the performance of such agent's duty to the Corporation, unless and only to the extent that the court in which such proceeding is or was pending shall determine upon application that, in view of all the circumstances of the case, the agent is fairly and reasonably entitled to indemnity for the expenses which such court shall determine;
- (b) Of amounts paid in settling or otherwise disposing of a threatened or pending action, with or without court approval; or
- (c) Of expenses incurred in defending a threatened or pending action which is settled or otherwise disposed of without court approval, unless it is settled with the approval of the Attorney General.

Section 10.04. Indemnification of Agents Against Expenses – To the extent that an agent of the Corporation has been successful on the merits in defense of any proceeding referred to in Section 10.02 or 10.03 of this Article 10 or in defense of any claim, issue, or matter therein, the agent shall be indemnified against expenses actually and reasonably incurred by the agent in connection therewith.

Section 10.05. Required Determinations – Except as provided in Section 10.04 of this Article 10 any indemnification under this Article 10 shall be made by the Corporation only if authorized in the specific case, upon a determination that indemnification of the agent is proper in the circumstances because the agent has met the applicable standard of conduct set forth in Section 10.02 or 10.03 of this Article 10, by:

- (a) A majority vote of a quorum consisting of Directors who are not parties to such proceeding; or
- (b) The court in which such proceeding is or was pending upon application made by the Corporation or the agent or the attorney or other person rendering services in connection with the defense, whether or not such application by the agent, attorney, or other person rendering services in connection with the defense, is opposed by the Corporation.

Section 10.06. Advance of Expenses – Expenses incurred by any agent of the corporation in defending any proceeding in which the agent is a party may be advanced by the Corporation prior to the final disposition of such proceeding upon receipt of an undertaking by or on behalf of the agent to repay such amount unless it shall be determined ultimately that the agent is entitled to be indemnified as authorized in this Article 10.

Section 10.07. Other Indemnification – No provision made by the Corporation to indemnify its corporate agents, including without limitation, any Directors or officers, for the defense of any proceeding, whether contained in the Articles of Incorporation, these Bylaws, a resolution of Directors, an agreement, or otherwise, shall be valid unless consistent with this Article 10. Nothing contained in this Article 10 shall affect any right to indemnification to which any persons other than Directors and officers may be entitled by contract or otherwise.

Section 10.08. Other Forms of Indemnification Not Permitted – No indemnification or advance shall be made under this Article 10, except as provided in Section 10.04 or 10.05(b), in any circumstances where it appears:

- (a) That it would be inconsistent with a provision of the Articles of Incorporation, these Bylaws, or an agreement in effect at the time of the accrual of the alleged cause of action asserted in the proceeding in which the expenses were incurred or otherwise amounts were paid, which prohibits or otherwise limits indemnification; or
- (b) That it would be inconsistent with any condition expressly imposed by a court in approving a settlement.

Section 10.09. Insurance – The Corporation shall have power to purchase and maintain insurance on behalf of any agent of the Corporation, whether compensated or volunteer, against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such whether or not the Corporation would have the power to indemnify the agent against such liability under the provisions of this Article 10, provided, however, that a Corporation shall have no power to purchase and maintain such insurance to indemnify any agent of the Corporation for a violation of §5233 of the California Nonprofit Public Benefit Corporation Law.

Section 10.10. Nonpaid Directors: Alleged Failure to Discharge Duties: No Monetary Liability – Except as provided in §5233 or §5237 of the California Public Benefit Corporation Law and §5047.5 of the California Nonprofit Corporation Law, there is no monetary liability on the part of, and no cause of action for damages shall arise against, any nonpaid Director, including any nonpaid Director who is also a nonpaid officer, of this Corporation based upon any alleged failure to discharge the person's duties as Director or officer if the duties are performed in a manner that meets all of the following criteria:

- (a) The duties are performed in good faith.
- (b) The duties are performed in a manner such Director believes to be in the best interests of the Corporation.
- (c) The duties are performed with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances.
- (d) The duties are performed without undisclosed financial incentive inconsistent with the best interests of the Corporation.

Section 10.11. Personal Liability of Volunteer Director or Officer for Negligence

- (a) Except as provided in subparagraph (c), below, there shall be no personal liability to a third party on the part of a volunteer Director or volunteer officer of this Corporation caused by the Director's or officer's negligent act or omission in the performance of that person's duties as a Director or officer, if all of the following conditions are met:
- i) The act or omission was within the scope of the Director's or officer's duties.
 - ii) The act or omission was performed in good faith.
 - iii) The act or omission was not reckless, wanton, intentional, dishonest, or grossly negligent.
 - iv) Damages caused by the act or omission are covered pursuant to liability insurance policy issued to the Corporation, either in the form of a general liability policy or a Director's and officer's liability policy, or personally to the Director or officer. If the damages are not covered by a liability insurance policy, the volunteer Director or volunteer officer shall not be personally liable for the damages if the Board of Directors and the person had made all reasonable efforts in good faith to obtain available liability insurance.
- (b) For purposes of this Section 10.11, "volunteer" means the rendering of services without compensation. "Compensation" means remuneration whether by the way of salary, fee, or other consideration for services rendered. However, the payment of per diem, mileage, or other reimbursement expenses to a Director or officer does not affect that person's status as a volunteer within the meaning of this section.
- (c) This section does not eliminate or limit the liability of a Director or officer for any of the following:
- i) Any liability with respect to self-dealing transactions as provided in §5233 of the California Nonprofit Public Benefit Law or any liability with respect to certain prohibited distributions, loans or guarantees as provided in §5237 of said law.
 - ii) In any action or proceeding brought by the California Attorney General.

Section 10.12. Fiduciaries of Employee Benefit Plans – This Article 10 does not apply to any proceeding against any trustee, investment manager, or other fiduciary of an employee benefit plan maintained by the Corporation in such person's capacity as such, even though such person may also be an agent of the Corporation as defined in Section 10.01 of this Article 10. The Corporation shall have power to indemnify such trustee, investment manager, or other fiduciary to the extent permitted by subdivision (f) of §207 of the California General Corporation Law.

ARTICLE XI
Miscellaneous

Section 11.01 Execution of Checks and Drafts – All checks, drafts or other orders for



payment of money, notes or other evidence of indebtedness, issued in the name of or payable to the Corporation, shall be signed or endorsed by such person or persons in accordance with Board-approved policies and procedures.

Section 11.02. Execution of Contracts – The Board of Directors, except as otherwise provided in these Bylaws and in accordance with CSU auxiliary, Ed Code and other regulations or policy, may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances; and unless so authorized by the Board of Directors, no officer, agent or employee shall have any power or authority to bind the Corporation by any contract or engagement or to pledge its credit to render it liable for any purpose or to any amount.

Section 11.03. Representation of Shares of Other Corporations – The Executive Committee (Chair, Vice Chair, President, Secretary or Treasurer) acting without necessity for specific resolution, are authorized to vote, represent and exercise on behalf of the Corporation all rights incident to any and all shares of any other Corporation or Corporations standing in the name of the Corporation. The authority herein granted to such officers to vote or represent on behalf of the Corporation any and all shares held by the Corporation in any other Corporation or Corporations may be exercised either by such officers in person or by any person authorized to do so by proxy or power of attorney duly executed by such officers. Any actions taken pursuant to this section shall be reported to the Board at its next regularly scheduled meeting or at a special meeting called for that purpose prior to the next regularly scheduled meeting.

Section 11.04. Maintenance of Articles and Bylaws – The Corporation shall keep at its principal office the original or a copy of the Articles of Incorporation and these Bylaws as amended to date.

Section 11.05. Maintenance of Other Corporate Records – The accounting books, records and minutes of proceedings of the Board of Directors and any committees of the Board of Directors shall be kept at such place or places designated by the Board of Directors, or, in the absence of such designation, at the principal office of the Corporation. These documents shall be kept in typed form.

Section 11.06. Director Inspection Rights – The Directors of this Corporation shall be entitled to inspect the books and records of this Corporation, minutes of meetings of the Board or any committee thereof and the physical properties of the Corporation, during normal business hours, to the full extent provided in Corporations Code §5330, et seq.

Section 11.07. Annual Statement of General Information – As and when required by §6210 of the California Nonprofit Corporation law, the Corporation shall file with the Secretary of State of the State of California, on the prescribed form, a statement setting forth the authorized number of Directors, the names and complete business or residence addresses of all incumbent



Directors, the names and complete business or residence addresses of the chief executive officer, Secretary and Treasurer, the street address of its principal office in this state, together with a designation of the agent of the Corporation for the purpose of service of process. Any authorized inspection may be made in person or by an agent or attorney and shall include the right to copy and make extracts of documents, minutes or instruments.

Section 11.08. Limitations on Grants, Contracts, Bequest, Trusts, and Gifts – The Corporation shall not accept any grant, contract, bequest, trust, or gift, unless it is so conditioned that it may be used only for purposes consistent with policies of the Board of Trustees of the California State University.

Section 11.09. Construction – Unless the content requires otherwise, the general provisions, rules of construction, and definitions in the California Nonprofit Public Benefit Corporation Law shall govern the construction of these Bylaws.

Section 11.10. Amendment of the Bylaws – The Board of Directors may, by majority vote, adopt, amend, or repeal these Bylaws; provided, however, that if any provision of these Bylaws requires the vote of a larger proportion of the Board of Directors than otherwise required by law, such provision may not be altered, amended, or repealed except by that greater vote. The text of any proposed amendments or additions to the Bylaws shall be furnished to each Director, in writing, at least seven (7) days prior to the meeting or action by written consent where the proposal will be presented for approval. Copies of any proposed Amendments shall be sent to the President of California State University Sacramento at least thirty (30) days in advance of the date intended for actions (except in the case of emergency). Copies of amended documents are to be sent to the California State University Financing and Treasury Office within thirty (30) calendar days.



CERTIFICATE OF SECRETARY

I certify that I am the duly elected Secretary of Capital Public Radio, Inc., a California nonprofit public benefit Corporation, that the above Bylaws, consisting of 24 pages, are the Bylaws of this Corporation as amended and restated by the Board of Directors on September 18, 2024 and that they have not been amended or modified since that date.

Executed on 09/26/2024 at Sacramento, California.

A handwritten signature in black ink, appearing to read "Stacey HS", written above a horizontal line.

/s/ Stacey Hunter Schwartz Secretary