

Open Meetings Policy

In compliance with the open meetings requirements of The Communications Act of 1934, 47 U.S.C. 396, et seq., as amended, and the Corporation for Public Broadcasting (“CPB”) grant requirements, Chicago Public Media (“CPM”) has adopted the following policy. This policy has been updated to reflect current practice and was approved by the Governance Committee of the Board of Directors on May 14, 2024.

1. **Applicability.** This policy shall apply to all meetings of the Board of Directors of CPM, the Community Advisory Council, known as the Sounding Board (the “Sounding Board”), and their committees.
2. **Open Meetings.** All meetings of the Board of Directors, the Sounding Board and their committees, whether in person or virtual, shall be open to the public to attend and observe and preceded by reasonable notice, except in the event of an emergency.
3. **Notice of Open Meetings.** Except in the case of emergency, CPM shall post a notice of Board of Directors, Sounding Board and committee meetings that are open to the public on its website at least seven days in advance of the meeting, including the specific date, time and location of the meeting. For virtual meetings, instructions on how to obtain the virtual invitation will be provided on the website.
4. **Closed Sessions.** CPM may hold closed meetings or portions of meetings to consider: (i) matters concerning individual employees; (ii) proprietary information; (iii) litigation and other matters requiring confidential advice of counsel; (iv) commercial or financial information obtained from a person on a privileged or confidential basis; (v) the purchase of property or services whenever premature exposure of such purchase would compromise the business interests of such organization. If a session is closed to the public for any of these reasons, a written statement containing an explanation of the reasons for closing the meeting will be made publicly available on CPM’s website within 10 days after each closed meeting.
5. **Public Attendance.** The public has a right to attend and observe an open meeting. Attendance does not include the right to participate in, or interfere with, the meeting in any way. The open meetings requirement in the Communications Act and CPB grant requirements are aimed at ensuring transparency and allowing public observation of the proceedings. No member of the public shall be required to register such person’s name or provide other information as a condition of attendance.
6. **Interpretation.** If a question arises as to the applicability or interpretation of this policy, the question shall be sent to the CEO of CPM and the Chair of the Governance Committee.