A. Meetings of the Board of Trustees

In accordance with the sections 396(k)(4) and 397(5) of the Communications Act of 1934, 47 U.S.C. 396, et seq., as amended, the following provisions apply for meetings of the Board of Trustees in which WSGE 91.7 FM (WSGE) is a subject of discussion or decision-making.

1. Reasonable Notice to the Public

   a. WSGE will provide at least seven (7) days advance notice of meetings where WSGE is a subject of discussion or decision-making, with the exception of meetings held on an emergency basis. Notice of meetings will be placed on the WSGE website.

   b. In addition, notice via mail, e-mail or fax will be provided to any individual who has specifically requested to be notified of applicable meetings. WSGE will also make on-air announcements on at least three (3) consecutive days each calendar quarter that explain the meeting policy and provide information on how the public can obtain meeting dates, time and locations.

2. Attendance

   All persons are permitted to attend open meetings of the Gaston College Board of Trustees, without requiring that they provide their name or any other information, except as would reasonably be required to maintain a safe meeting environment.

3. Explanation of Closed Meetings

   If a meeting is closed in accordance with the exceptions recognized by law, WSGE will make available to the public on its website a written statement explaining the reasons for the closed meeting within five (5) business days of the date of the meeting. If the closed meeting is a regularly scheduled meeting that is normally open to the public, WSGE will provide reasonable advance notice, including a written explanation, as to why the meeting will be closed.
B. Financial Records

1. In accordance with sections 396(k)(5), 396(1)(3)(B) and 397(7), 397(12), 397(14) of the Communications Act of 1934, 47 U.S.C. 396, et seq., as amended, WSGE will make the following type of financial records available for public inspection:

   a. Annual financial reports filed with the Corporation for Public Broadcasting (CPB);

   b. Audited financial statements or other financial statements submitted to CPB;

   c. Other information regarding finances submitted to CPB related to any funding agreement with CPB.

2. These documents will be maintained in a separate publicly available file in the radio station.

3. Inspection and copies of these documents will be made available upon request by appointment, mail, or email. Costs for photocopies and mailing documents will be at actual costs.