



Board of Directors Information & Application

Why Serve on the Board?

WCTV's Board of Directors is the governing body overseeing Wilmington Community Television, a 501(c)3 non-profit which was established by the town of Wilmington to oversee community-based programming. Board members may have a strong interest in media or see WCTV as a tool to help the community.

Those who are interested in being involved at WCTV but not as a full board member can check out WCTV membership or fill out the attached application noting interest in a specific committee.

Eligibility: Anyone over the age of 18 who lives or works in Wilmington or is affiliated with a Wilmington-based organization is eligible to serve on the Board. People **not** eligible include:

- Employees OR direct family members of current employees
- Employees of either Verizon or Comcast OR direct family members of Verizon or Comcast employees

Responsibilities: These are volunteer positions. Board members serve several roles:

- Oversee budget decisions and monitor spending.
- Oversee Executive Director; be guardians for WCTV's mission and vision statements.
- Be a community liaison for WCTV and educate the public about what WCTV does in Wilmington.

Time Commitment: Board members meet on the third Wednesday of every month at 6PM. Meetings typically run 60-90 minutes.

Board members are also expected to serve on 1-2 committees. Board members may be called on to chair a committee in their second year. Committees include:

- **Finance:** Work with the Executive Director on budget and spending.
- **Personnel:** Discuss staff needs with the Executive Director and recommend wages & benefits.
- **Strategic Planning:** Create annual goals and objectives; look at long-term direction of the station.
- **Fundraising:** Work on alternative revenue sources outside of traditional cable franchise fees.
- **Marketing:** Create a marketing plan to build WCTV's brand in the community.
- **Scholarship:** Select college scholarship recipients in the spring.

Election Process: Board members are elected by WCTV members at its annual meeting in March. Board members are elected to 2-year-terms. The process for getting on the ballot and elected is as follows:

- Submit an application to the Board of Directors at least 45 days ahead of the annual meeting (usually early February).
- Board members will vet applications in mid-February and, based on qualifications and Board needs, will decide which candidates will be presented to the membership. (Applicants must receive majority support from Board members in order to appear on the ballot.)
- At this meeting, the Board also will determine the number of seats up for election. (WCTV bylaws cap the number of seats at 15, but the Board may decide to set a lower number.)
- The slate of candidates will be presented at the annual meeting. Candidates with majority support from voting members will be elected.



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Name:	
Address:	
Phone:	Email:
If not a Wilmington address, please name your affiliation with a Wilmington organization or business:	

I am seeking to be a part of (please choose one):

WCTV Board of Directors

WCTV Committee

My primary interests are (select all that apply):

<input type="checkbox"/>	Finance	<input type="checkbox"/>	Marketing
<input type="checkbox"/>	Personnel	<input type="checkbox"/>	Fundraising
<input type="checkbox"/>	Strategic Planning	<input type="checkbox"/>	Scholarship

Please briefly explain your interest in WCTV:

Please briefly list your qualifications that you believe will help advance our mission:

If you are already a member at WCTV, please tell us how you have been involved in the past:

By submitting this application, you acknowledge that you have read the eligibility requirements to serve on the Board of Directors and have also looked over the time commitment and expectations for board members. We also suggest that you review our Mission Statement, By-Laws and become acquainted with WCTV productions (all material can be found at wctv.org). A current board member will follow up with you on your application. Additional questions can also be emailed in or directed to the Executive Director. **Submit your application to board@wctv.org. You may also mail it or drop it off at our facility at 10 Waltham St.**

Signed

Date