VILLAGE OF
LINCOLNSHIRE

CABLE USAGE POLICY
FOR PUBLIC SERVICE ANNOUNCEMENTS
August 12, 2024

Policy Statement
To enable Village organizations to use the government access cable channel 10 for communication of public service notices regarding events their organizations are holding, the Village Board agrees to allow submission of public service notices to the Village staff for showing on government access cable channel 10 under certain conditions. This policy sets forth those terms and conditions.

Criteria for Use
Following are the criteria that organizations must meet in order to use cable for public service announcements:

1. The organization must be not-for-profit and must have a significant relationship to the Lincolnshire community. A significant relationship with the Village can be demonstrated by meeting one of the following:

    A. 55% or more of members or participants reside within the corporate limits of the Village.

    B. Have a charter or other official recognition by a parent state or national organization that designates it a Lincolnshire chapter.

    C. Be in good standing for all local registrations, licenses, permits, and regulations.

    D. The Corporate Authorities hereby find the following organizations satisfy the foregoing criteria in subparagraphs (A) and/or (B):

        - Brushwood Center at Ryerson Woods
        - Lincolnshire Garden Club
        - Lincolnshire Community Nursery School
        - Lincolnshire Sports Association
        - Lincolnshire Swim Club
        - Lake Forest Open Lands
        - Riverside Foundation
        - Riverside Foundation Women's Board
        - Buffalo Grove Lincolnshire Chamber of Commerce
        - School District #103 Learning Fund Foundation
        - School District #103 Parent-Teacher Organization
        - School District #125 Foundation
        - Village Club of Lincolnshire
        - Houses of Worship
        - Homeowner association management offices serving residential or commercial developments in Lincolnshire.
        - Scouting America (formally Cub Scouts, Boy Scouts, and Eagle Scouts)

- Brownies and Girl Scouts
- League of Women Voters
- Lincolnshire Morningstar Rotary Club
- Toastmasters of Lincolnshire
- Tamarak Day Camp
- Banner Day Camp

2. Be one of the following taxing bodies serving Village residents:

   - Lincolnshire-Riverwoods Fire Protection District
   - School District #103
   - School District #125
   - Vernon Area Public Library
   - Vernon Township
   - West Deerfield Township
   - Lake County Forest Preserve District
   - County of Lake

3. Be one of the following entities serving the Village:

   - Federal and State Representatives for purposes of announcing the place and time of Town Meetings
   - Being an organization of Lincolnshire businesses, whose purpose is to support and encourage business within the Village.

4. Be an organization which provides a public recreational service within the Village.

5. Be a business or organization which provides a community or cultural event within Lincolnshire which is open to the public and for which no admission fee is charged, such as festivals, concerts, and farmers markets.

6. Be an organization which provides services for residents with special needs:

   - Special Recreation Association of Central Lake County (SRACLC)
   - Riverside Foundation

7. The sole exception to the not-for-profit requirement is that a Lincolnshire business may publish notice of an event, all the proceeds from which will benefit a generally recognized charitable organization.

8. The announcement shall be for giving notice of meetings or services only and may contain no language tending to promote a political or religious position.

9. Any other requests for use of Government access for cable channel 10, for public service announcements, must be brought to the Village Board for its approval. Approval or disapproval may not be based on the political or religious affiliation of the organization.

Scheduling

Organizational public service announcement submissions will be shown on government cable access channel 10, and are subject to editing by Village staff. The maximum length of time a slide will run on the government cable access channel 10 is six weeks. Organizations may suggest a date that it wishes their public announcement to begin, but that date is subject to time restraints and work-load of Village staff. The entire public notice slide show will be limited to 10 to 12 minutes.

Format

Submissions of public service announcements may be made by mail, fax, and email or in person to the Village of Lincolnshire. Submissions will only be accepted from organization

members who are currently serving on the Board of the organization submitting the public service announcement.

Elizabeth J. Brandt

Elizabeth J. Brandt, Mayor