

LINDA J. VILARDO



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CHIEF ADMINISTRATIVE OFFICER • EXECUTIVE VICE PRESIDENT

Strategically and entrepreneurially astute leader with reputation for delivering innovative business strategies and client-focused solutions and known for the following signature strengths and competencies:

EXECUTIVE VISION AND DIRECTION • STRATEGIC PLANNING AND IMPLEMENTATION • RISK MANAGEMENT • COMPLEX NEGOTIATIONS • TACTICAL PROBLEM SOLVING • MULTI-SITE OPERATIONAL SYNERGIES AND MANAGEMENT • POST-MERGER INTEGRATION • EXTERNAL AND INTERNAL COMMUNICATIONS • TEAM BUILDING AND LEADERSHIP

PROFESSIONAL EXPERIENCE

MPOWERMENT CONSULTING LLC | Alexandria, VA | 2018-Present

Sole owner of company created specifically to craft creative and strategic legal and business solutions for small to mid-size businesses

- **New Business Ventures:** Provide advice regarding the appropriate structure for a related business venture; Attend brainstorming session for new business venture, create list of action items and track progress
- **Transactions:** Review agreement to purchase established business; Prepare agreement for consultant hired to support client's national business objectives; Prepare agreement for talent appearing on national radio show
- **Intellectual Property:** Develop strategy for response to potential trademark infringement of client's existing trademark; Prepare agreement for licensing intellectual property
- **Landlord/Tenant:** Provide advice on options for relief from landlord during COVID-19 crisis
- **Employment:** Provide advice on addressing challenging work environment; Develop job description for new executive position
- **Strategy:** Provide advice for options to develop a digital strategy at modest cost

URBAN ONE, INC. (Formerly Radio One, Inc.) | Silver Spring, MD | 1998-2017

Publicly-held diversified media company, operating 50+ broadcast stations, cable TV, digital and program syndication in 20 locations with 1400 employees

Chief Administrative Officer (2004-2017) | Supervised Legal, HR, and Communication Depts.

C-suite leader trusted to act with objectivity, sound judgment, integrity, and business expertise and recognized for the ability to defuse conflict, build consensus, and facilitate problem solving

- **Served as primary advisor to CEO:** Advised CEO and made recommendations on major business decisions pertaining to strategic business development and corporate planning
- **Increased revenue from \$20M to \$500M:** Partnered with CEO to transform a closely-held company into a publicly-traded national powerhouse through investments in core and complementary businesses
- **Created and led CEO's eight-member Executive Committee:** Selected by CEO to set agenda for bi-weekly reviews of financial performance, business objectives, and cross-division collaboration

- **Crafted and implemented strategic plan and mission statement:** Charged with effectively and persuasively communicating the company's strategic plan to entire employee base and assessing achievement of goals
- **Served as liaison to Board of Directors:** Communicated regularly with Board members, finalized Board and committee meeting agendas, attended meetings, and implemented Board actions
- **Spearheaded operating efficiencies and expense controls review:** Partnered with CFO to evaluate corporate departments to optimize structure, reduce expenses, and implement changes
- **Served as government relations contact:** Coordinated lobbying efforts, communicated with congressional and regulatory offices, and prepared Congressional testimony
- **Managed risk:** Ensured regulatory and corporate compliance in a fast-paced technological and regulatory environment
- **Enabled integration of new assets:** Planned the operational changes needed to create a smooth transition for all departments and achieve promised synergies
- **Organized initiative to rebrand Radio One:** Worked with CEO, Board members, division heads, and employee committee to create framework for implementing a corporate name change, that included designing a new website and marketing materials, and publicizing the change
- **Directed external and internal communications:** Created processes and structure to facilitate effective communication and established the appropriate hierarchy for addressing high-profile issues
- **Directed the consolidation and relocation of headquarters:** Designed capital improvements, monitored construction, and supervised all aspects of the relocation

General Counsel (1998-2004) | Created Legal and HR Depts.

Recruited to newly created position to provide corporate, regulatory, and transactional expertise

- **Prepared company for initial IPO and three follow-on offerings:** Raised \$1.1B over a 14-month period in the public debt and equity markets
- **Served as chief legal advisor to CEO and business leaders:** Provided strategic and legal advice to support optimal business solutions and maximize revenue performance
- **Conducted complex negotiations in competitive environments:** Managed high-profile initiatives including negotiating and performing due diligence on transactions in excess of \$2B
- **Managed Legal department's regulatory practice:** Handled FCC license renewals, FCC compliance, and filing of comments in FCC rulemaking proceedings and petitions to protect broadcast spectrum
- **Partnered with engineers nationwide:** Coordinated technical, business, and legal issues related to tower leases and broadcast technical facilities
- **Led commercial lease negotiations:** Accounted for specific needs of radio studio and office facilities to maximize landlord concessions on multi-year, multi-million-dollar agreements
- **Assessed all litigation and employment matters:** Created and implemented processes for centralized review and decision-making to offset lack of on-the-ground Legal and HR support in each location
- **Participated in implementing CEO's vision for a new cable channel:** Negotiated with Comcast, Inc. and private equity firms to transition new venture from concept to full-scale operation within one year
- **Empowered the Legal and HR departments:** Implemented processes to minimize risk and develop subject-matter expertise, resulting in targeted advice and reduced outside counsel fees

ROBERTS & ECKARD, P.C. | Washington, D.C. | 1992-1998

Founding Member and Managing Partner

Law firm representing broadcast and cable companies before the Federal Communications Commission

- Closed numerous transactions involving FCC licensed facilities
- Advised clients and produced successful outcomes on federal regulatory requirements
- Spearheaded six-fold growth of firm through strategic hiring
- Participated extensively in office development, practice management, and other key firm initiatives
- Led firm to profitability within its first year

MULLIN, RHYNE, EMMONS & TOPEL, P.C. | WASHINGTON, D.C. | 1983-1992

Partner (1989-1992) | Associate (1983-1989)

Law firm representing broadcast companies before the Federal Communications Commission

EDUCATION

J.D. | THE NATIONAL LAW CENTER, GEORGE WASHINGTON UNIVERSITY

DIPLOMA, SOVIET STUDIES | UNIVERSITY OF GLASGOW

B.A., POLITICAL SCIENCE | GETTYSBURG COLLEGE

BAR ASSOCIATIONS

- Member, District of Columbia Bar Association
- Member, Federal Communications Bar Association
- Member, United States Supreme Court Bar

BOARD MEMBERSHIPS

- Board Member, Broadcast Traffic Consortium, LLC, 2007-2017
 - Deploys broadcast spectrum nationwide to provide wireless traffic services
- Designated Board Representative, Ibiqity Digital Corporation, 2008-2012
 - Promotes HD radio on-air and in automobiles
- Member Board of Advisors, Multicultural Media, Telecom and Internet Council, 2005-2017
 - Advocates opportunities for women and minorities to participate in the telecom industry
- Board Member, Radio Music Licensing Committee, 2010-2017
 - Negotiates favorable music licensing fees for the radio industry
- Board Member, Reach Media, Inc., 2005-2017
 - Syndicates nationally 7 of the top 10 urban radio shows
- Board Member, TV One, LLC, 2005-2011
 - Broadcasts programs targeted to African-American on cable to 57 million subscribers