

Golden Valley Community Broadcasters, Inc.
KZFR Community Radio Board of Directors
BOARD MEETING MINUTES

Board Meeting Date: 14 April 2026

Location: Virtual Meeting

Commencement Time: 6:01 pm

Meeting Open-6:01 pm/Meeting Closed 7:28 pm

Present:

A quorum is defined as a 'majority of board of directors' under Bylaws, Sec. 5.

Laura Lukes (Pres.) *Josh Indar Emmanuelle Sainte

*David Fuhs (VP) *Shelby Hebert

Mary Tribbey (Sec.) Eric Johnson

Paul Blackwood (Trea.) Julie Kennedy

Absent:

*programmer-elected

Staff:

Grant Parks, General Manager

Ray Laager, Underwriting Director

Guests:

1. Meeting Opening

1.1 Call to Order/ Begin Recording/Welcome/Attendance

1.2 Amend/Approve Agenda

Discussion:

No discussion.

Action: Motion to approve agenda. –Mary Tribbey

Seconded- David Fuhs

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: None

1.3 Amend/Approve Previous Minutes

1.3.1. March 2026 Minutes

Discussion:

No discussion.

Action: Motion to approve March 2026 minutes. –Shelby Hebert

Seconded- Emmanuelle Sainte

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: None

1.4 Treasurer's Update

1.4.1. Review and Approve February 2026 Financials

Discussion:

--Julie asks what the difference between a non-commissioned and commissioned trade is. Grant explains that it has to do with how the trade is navigated. We have some historic in-office trades that are non-commissioned that the office has organized or are long-standing agreements (Mount Shasta, Coastal Business Services, etc.) When people reach out to Ray about having our logo on materials in exchange for underwriting, then it falls into a commissioned trade. Most of the trades are commissioned.

--Julie asks what the 4040 Donations line item 15 is composed of- \$70,205. Grant: these are the monthly and miscellaneous donations and end of year campaign fundraising.

--Julie asks about the accounting services line item- there is no actual but we have budgeted approximately \$11,000. Grant confirms that this is a service we have not paid for yet but it is an expected expense.

--Julie also asks about our dues and subscriptions. Grant says that this will continue to increase since this includes monthly bills, annual renewals, etc.

--Julie asks about our total fundraiser expenses. Grant explains that a large chunk of this is from Chikoko- bar supplies, alcohol, U-haul rental etc. This was not really a surprise. We will be receiving more fundraiser income than budgeted for in this fiscal year so this will offset itself.

Action: Motion to approve February 2026 Financials. –Julie Kennedy

Seconded- Emmanuelle Sainte

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: None

1.5 Public Input/Correspondence

Discussion:

--No public comments/correspondence were received.

1.6 Meeting Notices and Announcements

Community Advisory Board (CAB): 05/27/2026 via Zoom

Executive Committee: 05/05/2026 in person

Fundraising Committee: TBD

Grant Writing Committee: 04/22/2026 via Zoom

News Committee: 04/21/2026 via Zoom

Program Committee (PC): 04/16/2026 via Zoom

Technology Advisory Committee (TAC): 04/28/2026 in person

See: [KZFR Board and Committee Meeting Google Calendar](#)

BOD Event Cash Counts: (signups shown as of Tuesday, April 7, 2026)

Link: [KZFR BOD Internal Controls \(Cash Count\) FY 24-25 Sign-up sheet - Google Sheets](#)

Count Date	Event	Signed Up	Need
Tues May 26	Folk Yeah		1 person
Mon June 15	Beats & Brews		1 person
Mon Sept 14 (tentative)	Touch of Chico		1 person

2. Action Items

2.1 Approve Application of Gladys Chavez to the Program Committee

-David moves to approve Gladys's application to the Program Committee. Mary seconds. Results: 9 in favor, 0 opposed, 0 absent. Gladys's application to the Program Committee is approved.

2.2 Establish Account with Golden Valley Bank

-Laura thanks Grant for clarifying the difference between our savings, checking, and investment accounts. This discussion is regarding only our savings and checking accounts. Grant and Laura did some research and interviewed with two banks. Golden Valley is incredibly supportive of the non-profits in our area. They are very community-minded. For these reasons, the Executive Committee recommends moving some of our checking and savings monies to Golden Valley Bank. Golden Valley has invited us to a shareholder meeting on 23 April. Grant and Laura will be attending this meeting. Grant points out that who we bank with and who we invest with do not necessarily have to be the same, but they have seen that Golden Valley does have competitive rates for CDs in the market. They also have member savings accounts where we could get at least 1.1% back. Grant feels that the CDs that they will offer will also align more with our ethics etc.

-Laura proposes that we close our Tri Counties savings account, our Members First savings account, and siphon approximately \$14,000 off of our Members First checking account for a total of approximately \$50,000 to open our initial checking account at Golden Valley. Then, Grant and Diane will work with our Tri Counties checking account over time to get any remaining balances toward the end of our fiscal year transferred to the Golden Valley account.

-Paul asks Grant how long the transitional period would be to close out our Tri Counties checking account and transfer the remainder to Golden Valley. Grant says that he estimates at least a 2-3-month turnaround.

-Mary moves to approve the transfer of our Tri Counties and Members First Savings accounts and a partial transfer of our Members First checking account into a checking account at Golden Valley Bank. Eric seconds. Results: 9 in favor, 0 opposed, 0 absent. We will be moving forward with transferring our banking to Golden Valley Bank.

3. Staff and Committee Updates

3.1 Staff Reports

3.1.1. GM Report- Grant Parks

--No report was submitted.

--Grant reports that we had decent attendance at our All Station Meeting. He was able to submit the Quarterly Issues Report submitted to the FCC on time as well as our Sound Exchange Report.

--Grant has been asked to go to Sacramento on 21 April as part of an initiative by KQED to have money written into the California State budget to provide funding for stations that used to be CSG recipients. He will be appearing before the Assembly Budget Sub-Committee.

--Grant confirms that we were on track with the Pledge Drive at the time of the meeting. Historically, sometimes shows do not do as well the second time around. This was a slight concern going into the final 3 days of the Drive. Saturday and Sunday of the Drive outperformed our forecast. Everyone is sounding good; not very much dismal messaging. Grant feels that we will meet our \$60,000 goal.

3.1.2. Underwriting Report- Ray Laager

--Submitted prior to meeting.

--Ray reports that we've been busy with Pledge Drive trades, lots of food and ticket trades.

3.1.3 Volunteer Coordinator Report- Leah McKean

--No report was submitted.

--Tabled until the next Board meeting. **3.2 Committee Reports (including Strategic Plan Updates)**

3.2.1. Community Advisory Board (CAB)- Laura Lukes

-Has not met since last BOD meeting.

-Next meeting is scheduled for 27 April.

3.2.2. Executive Committee- Laura Lukes

--Submitted prior to meeting.

--Julie asks for an update with the Chico State marketing class. David explains that the students in his groups are doing their focus groups and he has not heard from the most vocal group in approximately 2 weeks and has not heard from the other groups in approximately a month.

--Paul adds that only one of his three groups has been in back and forth communication with him. He, Grant, and David each have a different focus topic and each of them have 3 groups for each of their focus topics. Before Spring Break, they were helping to ensure that the student's

visions were on track. They are currently in their focus groups and doing more in-depth research. They will collate all of this together into a final report. He, Grant, David, and potentially Laura will be present at their final presentations. They will be choosing winners from each topic- from these winners is where we will be able to derive potential things to integrate within the station. We will have access to all of the reports.

3.2.3. Fundraising Committee- Grant Parks

--No report was submitted.

--Grant: The Alice Di Micelle show went well. The Fundraising Committee had discussed potentially doing an in-studio show like this once a quarter but it may not be feasible due to how hot the room got during the Alice show.

--Grant reports that we've had two headliners drop out of the Folkin' Around Fest lineup. Grant will need to discuss what the next move will be with Jim Williams and the rest of the Fundraising Committee.

--We are moving ahead with Beats and Brews on 13 June. Leah submitted a grant application for an Explore Butte County micro-grant and we were rewarded \$1,000.

3.2.4 Grant Subcommittee- Grant Parks

--The Committee is continuing to work on the grant application for the Discovery Shoppe. The goal is to have this completed by 24 April. Still waiting to hear from the Teichert Foundation. We will be putting in another application to The California Arts Council for a General Operating Support Grant.

--Laura asks Grant more about the collaboration with NSPR and what he may have in mind. Grant: still in the tentative brainstorm phase. Grant attended a webinar. He has not yet reached out to anyone at NSPR.

--Shelby shares that she has a friend who could be a good match for redesigning Studio 416.

3.2.5. News Advisory Committee- David Fuhs

--No report was submitted.

--No discussion or questions were raised.

3.2.6. Program Committee- Grant Parks

--No report was submitted.

--There are some programs that need to be reviewed for potential commercialism. They will be discussing the programming schedule and when we can get new programs scheduled for.

3.2.7. Technology Advisory Committee (TAC)- Grant Parks

--Report submitted prior to meeting.

--The Technology Advisory Committee is responsible for the strategic plan focus area of maximizing our online presence. The report includes all of the work they've been doing for the past year. They have a draft RFP that will be reviewed at the April meeting so that it can be sent out to web designers. They have been doing a website review/audit. Google Analytics has been running on the website to give us a good gauge of our traffic. Some website improvements have been made such as the pledge drive progress bar display, having our program schedule available on the website, and having our archives page on kzfr.org vs. on a page off of kzfr.org. We want to have advanced donor engagement on the website. Better integrated in with some of the other payment platforms we use (Paypal, Venmo, Little Green Light, Stripe, etc.)

--Julie asks about our KZFR app. Grant reports that there has not been an update to our app in a long time. The Committee has been discussing whether or not we should have an app. There are ways to make a mobile-friendly website that is not a full-blown developed app. Changing the app is out of Grant's skill level. A lot of people on the survey reported that they had used our app for a while but then started listening on their phones via a browser.

--When reviewing our server and workstation technology, there is a need to increase our cybersecurity and have all of our servers work more efficiently. The Committee has been working with Vista Net to work through several of these phases. To complete the rest of the phases, they estimate the cost to be approximately \$5,500.

--Inside of the hardware infrastructure: broadcast technology is everything we need to support the station's terrestrial broadcast. An example is our Omnia processor- it functions to process and compress our audio and has a key component-a MPX output- this is what goes into our STL (studio to transmitter link) so that it can be sent to our transmitter site. This is functional but if it dies, we will have dead air. The Committee is looking at the potential to upgrade our STL and add internet to our transmitter site in order to increase our connectivity there.

--Grant would like to get a new Emergency Alert Service system decoder and encoder. Our current Sage system is 15-20+ years old and do for an upgrade. Additionally, he would like to purchase modulation monitors- these would give us better reception to the stations we need to be tuned into. With a new EAS encoder we will be able to better and more quickly transmit these alerts and with a new modulation monitor we will get better reception of these alerts so that when these are retransmitted over the air it is a lot better audio quality.

--Josh asks if having a new encoder would increase the number of alerts we would receive- would we be able to tune into alerts more relevant to our area? Grant: this is something we are actively dialing in. Every station had to upgrade to a common area protocol. With this, new filters must be created. This would be part of a new system, being able to fine-tune this much better.

--Laura asks if there's an alternative way to relay alert information to our programmers in the event of an actual emergency when the alert is unintelligible. Grant says there is potentially a way to do this- he is not sure what kind of tech would be involved, but this is a discussion for the Committee. With a new modulation monitor, we would be able to tune into NOAA stations as

well which would provide us with better quality transmissions. Eric asks what the limitations on NOAA are- do they cover earthquakes and fires? They do cover these. Grant is participating in a pilot cohort for emergency messaging through the NFCB. They will be looking at more tools that could help us in these emergency situations.

--Mary: These reports are intended to provide background information for when we review the budget. She points out that the Grant Committee is always asking for money for a lot of these items.

4. Matters for Discussion

4.1 Technology Committee Report

--Discussed above.

4.2 Simplified Financial Reports

--Paul: there's a lot of sub-categories contained within the umbrella categories. It's good for a high-level overview highlight but it could leave room for questions to dive deeper.

--Julie asks what the motivation was for doing our reports this way. Laura: one of the webinars she took with Your Part Time Controller suggested doing reports this way to get more Board members to read financial reports.

5. Meeting Finalization

5.1 Review Items for next BOD Agenda: No action items at May meeting. Simplified financial reports will be a discussion item at May meeting.

5.2 Meeting Close/Thank You

Next meeting will be 12 May 2026 at 6:00 PM via Zoom.

Meeting minutes respectfully submitted by S. McCoy