Golden Valley Community Broadcasters, Inc.

KZFR Community Radio Board of Directors

BOARD MEETING MINUTES

Board Meeting Date: 11 August 2026

Location: Virtual Meeting

Commencement Time: 6:02 pm

Meeting Open-6:02 pm/Meeting Closed 7:31 pm

Present:

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

Laura Lukes (Pres.)	Josh Indar*
*David Fuhs (VP)	Julie Kennedy
Paul Blackwood (Trea.)	Eric Johnson (arrived late)
Bryan Bickley	

Absent: Emmanuelle Sainte, Hoppie Campos

*programmer-elected

Staff:

Grant Parks, General Manager

Leah McKean, Volunteer Coordinator

Ray Laager, Underwriting Director

Shirley McCoy, Office Manager

Diane Culpepper, Business Manager

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. –Julie Kennedy

Seconded- Paul Blackwood

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Emmanuelle Sainte, Hoppie Campos, Eric Johnson

1.3 Amend/Approve Previous Minutes

1.3.1. July 2026 Minutes

Discussion:

No discussion.

Action: Motion to approve July 2026 minutes. –Paul Blackwood

Seconded- Julie Kennedy

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Emmanuelle Sainte, Hoppie Campos, Eric Johnson

1.4 Treasurer's Update

1.4.1. Review and Approve June 2026 Financials

Discussion:

--Julie asks about the total equity amount, $936,952. Equity and liabilities come out to the same amount. Paul: total equity takes into account the CDs and the money that we have on top of everything else. Total liabilities and equity looks at the combined amount. Total equity is the total of all of our investments etc. combined. Paul did make an error. Our total equity should be $924,665.35. The total for liabilities and equity is the $936,952.

--Julie asks about line item #28, 4190 Grants-other for $38,196. She asks which grants we received that make up this total. Grant reported that this amount partially consists of a grant from the California Arts Council and a City of Chico Arts Grant- these make up approximately $25,000.

--Julie asks about line item #87 Wages. We went approximately $19,000 over our budgeted amount and Julie asks if Grant can pinpoint why this might have happened. Grant: nothing extraordinary. We hired a new employee, Carlos, to replace Trevor but there was not a huge pay raise there. Laura: We might pad payroll slightly- we are 7% over our budgeted amount for the entire year. Payroll is a crucial item to try to estimate as accurately as we can.

--Grant points out that looking at our July 2025-June 2026, we had budgeted for a $93,000 deficit but we ended the year $22,600 in the positive (before accounting for depreciation and filing our taxes). We should be celebrating this.

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

Seconded- Bryan Bickley

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Emmanuelle Sainte, Hoppie Campos

1.5 Public Input/Correspondence

Discussion:

--No public input/correspondences were received.

1.6 Meeting Notices and Announcements

Community Advisory Board (CAB): TBA

Executive Committee: 09/01/2026 in person

Fundraising Committee: 08/18/2026 in person

Grantwriting Subcommittee: 08/19/2026 via Zoom

News Committee: 08/18/2026 via Zoom

Program Committee (PC): 08/20/2026 in person

Technology Advisory Committee (TAC): 08/25/2026 in person

See: KZFR Board and Committee Meeting Google Calendar

BOD Event Cash Counts: (signups shown as of Friday, July 3, 2026)

Link: KZFR BOD Internal Controls (Cash Count) FY 24-25_Sign-up sheet - Google Sheets

Count Date	**Event**	**Signed Up**	**Need**
Mon Sept 14	Touch of Chico		1 person
Mon Oct 5	Chico Swing Band		1 person
Mon Nov 16	Best of Chico Winners Party		1 person
Mon Nov 16	Mini Concert #1		1 person

2. Action Items

2.1 Frequency of In-person Meetings

-Eric feels that our meetings go better when we meet in person. He suggested an in-person meeting every other month. He feels in-person meetings are more productive and have more social interaction than Zoom meetings. Paul is indifferent. Bryan thinks this is a great idea. Josh loves in-person meetings but sometimes has trouble making them. He expresses concern that other folks will have trouble making some meetings as well, us not having a quorum, etc. He is opposed to this idea.

-Julie asks if we have the ability to hold hybrid meetings. Josh points out that this has been discussed before. We would have to purchase technology to make it effective- this would be expensive and it does not work very well. It is also not very portable.

-Grant points out that we have not been able to resolve the temperature issue in 416. If we move to every other month, we have to consider that the station is likely out of the question for meeting from approximately May-October.

-Eric withdrew his proposal. Laura feels it is a good compromise to see each other in person 4 times per year and do our best at our Zoom meetings to be active and productive.

-Paul: the new Board member orientation was an opportunity for us to meet in person outside of our typical Board meeting meetings. He doesn't know what our bylaws permit but suggests that we could have an extra meeting, not every month, but something we can add in to add an opportunity for an in-person element. Laura: it has to do with decision-making. If the purpose was purely social or educational, this would be okay. Once the discussion turns to decisions and policies, it would become an issue for our charter. Julie feels that the orientation meeting was fun and productive with a lot of creative thinking happening. Laura would love to add an educational component to some of our in-person meetings.

2.2 Disband Ad Hoc Committees: Board Recruitment; Budget

-Julie moves to disband the Board Recruitment and Budget ad-hoc Committees. Josh seconds. Results: 6 in favor, 0 opposed, 0 abstentions, 2 absent. The Board Recruitment and Budget Committees are disbanded.

2.3 Re-new Ad Hoc Committee: Investment

-Eric and Paul want to continue this work. Megan at Golden Valley Bank would be interested in having Laura serve on this Committee as well. Eric will chair this Committee and Paul will serve as a Committee member. Bryan moves to renew the Investment Committee. David seconds. Results: 6 in favor, 0 opposed, 0 abstentions, 2 absent. The Investment Committee is renewed.

-Grant asks what the goal of the meeting with Megan at Golden Valley is. Grant already has information on their CD rates that he can send. Paul explains that their goal is to understand what they do with the funds that are invested into the CDs.

-Laura moves to have the Investment Committee submit a tentative report by our September Board meeting and a final report by our December meeting if not possibly sooner. Bryan seconds. Results: 4 in favor, 2 opposed, 0 abstentions, 2 absent. Laura asks the Committee to get a report out as soon as they can.

-Laura will share Megan's email address with Paul and Eric.

3. Staff and Committee Updates

3.1 Staff Reports

3.1.1. GM Report- Grant Parks

--Submitted prior to meeting.

--Laura signed up for the Message Station Maker. She asks if she should have gotten something besides the notification that verified that she is signed up. Grant says she would only receive something when we send out an SMS message. Laura follows up asking if there's still a waiting period for the beta testing. Grant has had the Technology Advisory Committee sign up for this and he is not sure when we will offer it to the general public. They are still working out some of the bugs. For example, when there are emergencies, Grant has been taking the information from Watch Duty and putting this into a message that everyone receives. In doing it this way, and because of the multi-language component, this uses a lot of our credits. The TAC proposed creating a page on the website for emergency updates- the messages would contain only short snippets but would always include the URL to our website where they can get more detailed information. Grant also wants to figure out best procedures for emergency situation updates.

--Grant encourages everyone to test his pop-up player linked in his report. When you click on the "listen" button on the website, a mini player pops up in a new window with a volume bar, a link to tip the show, a hyperlink to the program that is playing, and the program graphic. One of the things that they haven't been able to administer with the current stream is the pre-roll. The pre-roll is a 6-7 pre-recorded message that will show up every couple of hours. They are testing this and the player to see about the potential of selling this pre-roll to organizations/businesses. With this number, they could find a good price to charge for this based on the number of times that a person would hear the message.

--Laura asks if the FCC postponed the EEO report. Grant could not recall if the FCC postponed or if it was the department that oversees the EEO. He reports that the FCC also postponed the biannual ownership report to June 2027. As a non-commercial radio station that has less than 5 full-time employees, we do not need to file anything, but we do need to put something in our file that states that we are exempt.

--Julie asks about the Living with Wildfire project and if this has started to air already. Grant explains that this will be a season 2 series. People still need to come in to record and Carlos has to produce the segment to go on air. This won't be airing until late September with the goal to have the last episode air the week before pledge drive starts. Julie asks how a person will know how to find this and when. There will be social media posts, it will be in our newsletter and on our website, etc.

--Grant reports that Sigler Pest Control contacted him last Thursday to let him know that the locks to the gate at the transmitter site had been cut and one of our generators had been stolen. There is a police report on file and Grant is tracking down the serial number for the unit so that it can be added to the stolen items database with the Chico Police. The copper line coming from the propane tank going into the regulator had also been clipped. Grant had to have Tri-Flame Propane come and fix the wiring to turn the propane back on so that the other generator could function. Additionally, the Board received a message from a neighbor near the transmitter site concerned about scotch broom at the site. Grant says that we are aware of this. We have had a volunteer crew clean this up in the past. Currently, we have an annual clean up with West Branch Tree Service. They clean the site upon request. The last time it was cleaned was in October 2025.

--Grant installed 2 security cameras at the site, one on the interior of the building and one on the exterior that are motion-detected. We have also signed up for a Cloud storage service. Grant has taken our three 2,000 watt amplifiers and brought them down to the station. The exciter was taken to Kyle Porter's house in Magalia. We do not have any internet up at the transmitter site. Results Radio let Grant connect our cameras to their Wi-Fi.

--Bryan suggests sending a volunteer crew up to the site later on in the year to do a clean-up. Grant and Laura discussed having one clean up per year with West Branch and another with volunteers. Butte County Fire Safe Council has scotch broom removing tools for us to borrow.

--Eric asks if we rent the transmitter site and who from. Grant: we rent from an individual. Eric thinks that the site is problematic. Grant says it is remote and that we don't have the option of moving transmitter sites. If we attempted to build our own transmitter site, it would likely cost approximately $150,000. The tower itself would be $100,000. Getting the wiring and power would be another $50,000. This is just with construction. The other issue would be with the RF survey- we would have to know exactly where the tower is going and exactly how high it is going to be. Depending on the type of antenna we'd have, directional or omnidirectional, it could potentially change how much wattage we could have. We'd potentially be forced to decrease our wattage, therefore decreasing our coverage. This would also mean hiring an FCC lawyer and hiring a RF engineer to conduct this survey. It is NOT simple- it would likely be a multi-year endeavor.

--Eric thinks that the thieves will be back for the other generator. He suggests replacing the copper wiring with aluminum which isn't as valuable. Grant reports that another radio station's transmitter site was also broken into earlier in July- there's reason to believe there's a culprit targeting these sites. Josh suggests putting up a chain link fence around our generators. He asks if the generators were insured and if we will be able to file a claim. Grant will be filing an insurance claim- he is hopeful considering that we haven't filed a claim in approximately 15 years.

--Ray suggests us putting down a spike strip at the transmitter site. Grant points out that a lot of other people access the site so we would have to let those folks know not to drive on the spikes.

--Julie asks how much it would cost to replace a generator. Grant approximates it would be $6,500 including installation.

3.1.2. Underwriting Report- Ray Laager

--Submitted prior to meeting.

--We have a blood drive coming up on 23 August. Vitalant is giving $15 gift cards to donors. Ray encourages people to share the link with friends and family. We have had 4 people sign up and need approximately 20 more people.

--Laura thanks Ray and the staff for all of the work that has been put into the Best of Chico. Josh asks about underwriting and ads and how this all works out as far as us reporting and being a non-profit. Grant: we have to do underwriting specifically because of the FCC. How we generate money outside of being on air is much more open-ended. This is how we are able to sell the ads for the Best of Chico. Ray: this opens us up more into the digital world. We can continue to drive people to our website/web pages that we may be able to monetize in the future.

3.1.3 Volunteer Coordinator Report- Leah McKean

--Submitted prior to meeting.

--Leah reports that Diane has secured 34 body workers for the Touch of Chico. She believes it has helped to cut the event back to 4 hours. Shirley has been working hard on music for the main stage. Touch is about a month away!

3.2 Committee Reports

3.2.1. Community Advisory Board (CAB)- Laura Lukes

-The CAB met on 10 August. Laura's report will be included in our next agenda packet.

-The CAB will be starting to recruit more people and encourages people to send people who may be a good fit to our application page on the website. Leah asks if Laura would like her to put out some social media posts. Laura would like a PSA on air and social media posts to go out.

3.2.2. Executive Committee- Laura Lukes

--Submitted prior to meeting.

--No discussion or questions were raised.

3.2.3. Fundraising Committee- Grant Parks

--Report submitted prior to meeting.

--Grant reports that we received approval from the City of Chico Arts Grant for the 2026-2027 cycle. We were approved for a $4,000 grant for our mini-concert series. This will be used to purchase equipment to use for promotions and to offset any of the costs associated with printing, promo, graphics, etc.

--The Record Swap at Paradise Brew Werks was our best yet. Laura asks Grant if he thinks this had anything to do with the venue. Grant thinks it has to do with the venue since it's a place people already go to hang out in groups. We also started the swap at noon- this may have also played a factor.

3.2.4 Grant Subcommittee- Grant Parks

--No report was submitted.

3.2.5. News Advisory Committee- David Fuhs

--Report submitted prior to meeting.

--The News Program is in a transition period. This is the last week with Madi. Hopriana will be returning. Grant has posted on Handshake for new interns. He will be posting the News Coordinator position soon. Grant shares that Chico State declined to post the intern position on their platform- they are no longer allowing unpaid internships to be posted. Grant will be meeting with the Orion next week.

3.2.6. Program Committee- Grant Parks

--Report submitted prior to meeting.

--Lili has moved to Wednesdays. There is now a talk show in the Friday 6:30-7:30 time slot. At the July Program Committee meeting, they discussed moving the Dinosaur Hour and Cultural Roots down in the schedule. Dinosaur Hour would start at 6pm and Cultural Roots would start at 10:30pm. Some of the reasons for this discussion are programmer availability and the vibe of a Friday. The programming matrix is not set in stone and is open to be changed and modified. New Committee members agreed that Friday should be entertainment-focused as opposed to information-focused.

3.2.7. Technology Advisory Committee (TAC)- Grant Parks

--No report was submitted.

--Grant reports that the website RFP will be made public and sent to requested parties beginning on Monday, 17 August.

4. Matters for Discussion

4.1 Accounting for Best of Chico

--Diane explains that we had to open a second company for BOC in QuickBooks. It is linked to our existing bank account. Because both Golden Valley Broadcasters and BOC are linked to the same bank account, the mechanics of QuickBooks was not able to handle doing all of the transactions under the BOC company. Diane had to use the BOC company to run the invoices through that she sent out to all the businesses purchasing ads. As payments came in, she could pay them off in that company and then send the money over to the existing Golden Valley Broadcasters company through journal entries she did through our equity account. In each equity account, there is one entry in each company that reads “due to” or “due from” BOC. At the end of June, Diane took all of the money paid for June ads and did another journal entry taking this out of the equity accounts and putting it into the income and expenses for our main Golden Valley Broadcasters company. The income will show in our July statement. Total income was approximately $19,000.

--This should NOT be happening next year with our new bank account. We will leave BOC connected to our Tri-Counties and it will be its own account.

--If people still have questions, email Diane and she can give more detailed reports.

5. Meeting Finalization

5.1 Review Items for next BOD Agenda: No action items at September meeting. No discussion items at September meeting.

5.2 Meeting Close/Thank You

Next meeting will be 8 September 2026 ***in person.***

Meeting minutes respectfully submitted by S. McCoy