

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

Board Meeting Date: 21 February 2023

Location: Virtual Meeting

Commencement Time: 6:00 pm

Meeting Open- 6pm/Meeting Closed 7:42 pm

Present:

Five needed for quorum, defined as ‘majority of board of directors’ under Bylaws, Sec. 5.

Rob Davidson (Pres.)

Laura Lukes

Karl Ory (VP)

Mary Tribbey

Eliane Da Silva (Lili)

Elizabeth Daniels (Liz)

Francene Kennedy (Fran)

Absent: Michael McGinnis (Trea.), Jeannie Trizzino (Sec.)

Staff:

Grant Parks, General Manager (arrived late)

Ray Laager, Underwriting Director

Leah McKean, Volunteer Coordinator

Guests:

1. Meeting Opening

1.1 Call to Order/ Begin Recording/Welcome/Attendance

1.2 Amend/Approve Agenda

Discussion:

Fran proposes amending the agenda to add discussion item 4.2 Board of Directors planning for fiscal year 2023-2024.

Action: Motion to approve agenda as amended. – Laura Lukes

Seconded- Elizabeth Daniels-Curry (Liz)

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Michael McGinnis (Trea.), Jeannie Trizzino (Sec.)

1.3 Amend/Approve Previous Minutes

Discussion:

No discussion.

Action: Motion to approve January minutes. –Karl Ory

Seconded- Francene Kennedy (Fran)

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Michael McGinnis (Trea.), Jeannie Trizzino (Sec.)

1.4 Treasurer's Update

1.4.1. Review/Approve Previous Month Financials

Discussion:

--Michael and Grant not present at this time during the meeting.

Action: Motion to postpone Treasurer's Update until March meeting. –Karl Ory

Seconded- Francene Kennedy (Fran)

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Michael McGinnis (Trea.), Jeannie Trizzino (Sec.)

1.5 Public Input/Correspondence

Discussion:

--Received positive feedback on The Doctor's in show; Rob shared his correspondence via email with a listener from Brazil.

1.6 Announcements

Discussion:

--All station meeting will be held in person on 26th of March, at the Chico Public Library at 1st Avenue and Sherman from 5 to 7pm. Planning on holding these twice a year in the future. Board is welcomed and encouraged to be at this meeting.

--Group photoshoot happened. Matty will be working on editing the photos together into a panoramic that we will hopefully have by next week to use in social media, etc.

2. Action Items

2.1 Approve KZFR Gift Acceptance Policy

--Liz moves to approve the Gift Acceptance Policy. Mary seconds. Results: 7 in favor, 0 opposed, 2 absent. The KZFR Gift Acceptance Policy is approved for the Board Policy Manual.

3. Staff and Committee Updates

3.1 Staff Reports

3.1.1. GM Report-Grant Parks

--Submitted prior to meeting.

--The board asks questions regarding any updates about our delays with CPB auditing/taxes and the possible penalties the station could face. They also ask about maturity rates on our \$250,000 Certificates of Deposit, and about having start times included for our fundraising events in future reports.

3.1.2. Underwriting Report- Ray Laager

--Submitted prior to meeting.

--Rob asks about the classification of Sierra Nevada as a "house" account.

3.1.3 Volunteer Coordinator Report- Leah McKean

--Submitted prior to meeting.

--The board asks questions regarding new programmer training (such as how many people go through orientation vs. how many get certified, when most people decide not to get certified, etc.) and when to expect volunteer sign-up sheets in emails. There's also a short discussion about cash count sign-ups.

3.2 Committee Reports

3.2.1. Executive Committee- Rob Davidson

-The committee met last Thursday in preparation for the Board meeting.

3.2.2. Program Committee (PC)- Grant Parks

--Submitted prior to meeting.

--No discussion or questions were raised.

3.2.3. Community Advisory Board (CAB)- Rob Davidson

--Next meeting will be held 7 March 2023 on Zoom.

--Rob announces that both Steve Scarborough and Elizabeth Daniels-Curry (Liz) will be stepping off of the Board and thanks them for their commitments. Liz will stay on until the end of the fiscal year.

--Rob points out that with Steve and Liz stepping down, there is a need for a Board liaison to the CAB who can ideally join him during the 7 March CAB meeting.

3.2.4. Fundraising Committee/Grant Writing Sub-Committee- Grant Parks

Budget objectives

--The board discusses various topics such as staff development/trainings and budgeting for this, staff rate of pay increases in light of the station having excess money, NFFS funding and our progress towards hitting the \$300,000 goal, investment policy, continuing our financial planning, etc.

--Various opinions regarding developing a more formal policy for staff/personnel development/trainings etc. are briefly discussed.

3.2.5. Document Review Committee- Rob Davidson

--Committee is finishing up Board Policy Manual and then will be moving onto the Employee Handbook.

--Next meeting will be held 28 February at 5:30pm on Zoom.

3.2.6. Strategic Plan Committee

--Next meeting will be held 27 February. There is a tentative additional meeting with the Board set for 28 of March. More details at the regularly scheduled March 14th Board meeting.

3.2.7. News Committee

--Next meeting will be held 6 March at 6pm.

4. Matters for Discussion

4.1 Community Advisory Board Guidelines discussion

--The board discusses briefly how the draft went through the Executive and then Document Review Committees and the main changes made to the draft.

--Liz moves to advance the Community Advisory Board Guidelines to an action item for March meeting. Karl seconds. Results: 6 in favor, 0 opposed, 3 absent. The Community Advisory Board Guidelines will be an action item at the March meeting.

4.2 Board of Directors Planning for FY 2023-2024

--The board discusses various matters concerning planning for the next fiscal year including adding additional board members, programmer-elected board members, and Rob's pending end of term of President. Special circumstances for the extension of a President's term are discussed/proposed. Current language in the bylaws regarding this is discussed, as well as the possible amendment of the current bylaws. The line of succession is briefly discussed. The possibility of Rob staying in an informal advisory position is also discussed. Planning for programmer election.

5. Meeting Finalization

5.1 Review Items for next BOD Agenda: Community Advisory Board Guidelines will be an action item at March meeting. Board Planning for FY 2023-2024 will be continued as discussion items for March meeting.

5.2 Meeting Close/Thank You

Next meeting will be 14 March 2023 on Zoom.

Meeting minutes respectfully submitted by S. McCoy