

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

Board Meeting Date: 9 July 2024

Location: Virtual Meeting

Commencement Time: 6:02 pm

Meeting Open-6:02 pm/Meeting Closed 8:32 pm

Present:

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

Laura Lukes (Pres.)

Julie Kennedy

David Fuhs*

Karl Ory (VP)

Kim Weir

Shelby Hebert*

Mary Tribbey (Sec.)

Mark Gray*

Josh Indar* (arrived late)

Paul Blackwood (Trea.)

Emmanuelle Sainte

Absent: Eric Johnson

*programmer-elected

Staff:

Grant Parks, General Manager

Leah McKean, Volunteer Coordinator

Ray Laager, Underwriting Director

Shirley McCoy, Office Manager

Guests:

Jeannie Trizzino, Ex Officio Board Member

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- Mary Tribbey

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Eric Johnson

1.3 Amend/Approve Previous Minutes

1.3.1. May 2024 minutes (with revisions approved at June meeting)

1.3.2. June 2024 minutes

Discussion:

No discussion.

Action: Motion to approve June minutes as amended. – Paul Blackwood

Seconded- Mary Tribbey

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Eric Johnson

1.4 Treasurer's Update

1.4.1. Review and Approve May 2024 Financials

Discussion:

--Karl expresses concerns regarding our revenue being down vs. previous years. Jeannie points out that a few more items on the budget this year vs. last year are all much lower. Jeannie suspects that even though donation amounts may be increasing, our overall number of donors may be decreasing. We need to use LGL to better understand our donor trends and figure out how to attain new donors. Laura shares that donor stewardship is one area of focus for the Strategic Planning Committee.

--Jeannie expresses that it might be worth it to give our donors the option to cover our service/processing fees when donating to us.

--Shelby and Emmanuelle share some ideas regarding donor stewardship: regular contact (x3/year), option to increase donation amounts, and annual intergenerational donor party/event.

-May 2024 Financials were unanimously unofficially approved.

1.5 Public Input/Correspondence

Discussion:

--Grant reports that a listener sent in a comment regarding The Real Issue. This will get forwarded to the Program Committee.

1.6 Meeting Notices and Announcements

Community Advisory Board (CAB) TBD in person or Zoom

Document Review Committee: 7/23/2024 via Zoom

Executive Committee: 8/6/2024 in person

Fundraising/Grant Writing Committee: 7/16/2024 in person

News Committee: 7/22/2024 in person

Program Committee (PC): 7/18/2024 in person

Strategic Planning Committee: 8/19/2024 in person (tentative)

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

New Board Member Orientation & Training

August 1, 2024 at the Station (tentative)

BOD Event Cash Counts: (signups shown as of Friday, July 5, 2024)

Count Date	Event	Signed Up	Need
Wed, July 31, 2024	Paul Thorn	Mary Tribbey/	2 people
Mon, Sep 16, 2024	Touch of Chico		1 person
Fri, Nov 23, 2024	Earthkry (tentative)		1 person

-Cash counts will now be performed with one board member present with our Business Manager, Diane Culpepper, the next business day after an event.

2. Action Items

2.1 Introduction and Consideration of Programmer Elected Board Applicants: David Fuhs, Shelby Hebert, Josh Indar

--Mary motions to approve David and Shelby's applications to the Board. Mark seconds. Results: 8 in favor, 0 opposed, 1 absent. David and Shelby's terms with the Board start immediately.

--David motions to approve Josh's application to the Board. Mark seconds. Results: 10 in favor, 0 opposed, 1 absent. Josh's term with the Board starts immediately.

3. Staff and Committee Updates

3.1 Staff Reports

3.1.1. GM Report- Grant Parks

--Submitted prior to meeting.

--Grant reports that as of this morning, power was coming into our transmitter site but our generator not powering on. Two circuit breakers had to be replaced. As of approx. 4:30 pm everything was operating as normal. Triflame Propane will refill our tank and check for leaks by Friday. Grant explains how our signal was also being taken over by a Christian radio station, KYCC. He spoke with their GM and their engineer- they are in ongoing conversations to troubleshoot this issue.

--We will be moving forward with replacing office HVAC unit with the Grimes company- good reviews and they are extremely familiar with our building.

3.1.2. Underwriting Report- Ray Laager

--Submitted prior to meeting.

--No discussion or questions were raised.

3.1.3 Volunteer Coordinator Report- Leah McKean

--Submitted prior to meeting.

--All station meeting will be held on Sunday, 18 August at the Chico library. Strategic Planning Committee will be presenting a report.

3.2 Committee Reports

3.2.1. Executive Committee- Laura Lukes

-New Board Member Orientation will be held Thursday, 1 August in-person at the station. Laura encourages all Board members, both new and old, to attend. She shares the agenda for this 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)- Laura Lukes

--Did not meet. Aiming to meet on 30 July to reinvigorate interest.

--Laura encourages everyone to try to recruit new members for the CAB. They would like to have approx. 7-12 members. Currently have 2 members. Shelby: listens to the station and is willing to meet once a quarter is a good fit.

--Mark will be our liaison to the CAB. Laura suggests putting a Google form on our website. Leah can post to social media and put out a call on air.

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

--Submitted prior to meeting.

--If there is a warm lead or a grant currently being worked on, separate as-needed meeting will be scheduled for this. One of these will be held for our Power of 100 Women presentation.

--Reviewed profit and loss of all of our fundraisers.

--We are at approx. \$286,000 in cash for non-federal funding sources. There is a calculation multiplier. \$300,000 is the minimum. The more you exceed the \$300,000, the more funding can be received from the CPB (Corporation for Public Broadcasting) for the next fiscal year's granting period. Emmanuelle suggests looking into grants with California Reparations Task force and Life Granted.

--Julie shares thought that doing events at MONCA could expose a whole new group of people to the station. Emmanuelle agrees with this; expresses that it could be a win-win opportunity.

3.2.5. Document Review Committee- Grant Parks

--Continuing to work on the bylaws.

3.2.6. Strategic Plan Committee- Rob Davidson/Mary Tribbey

--Committee met last night. Committee has received feedback from each of the other Committees in terms of focus areas, goals, and actions- these will be put into a final draft and distributed to the programmers at the All Station Meeting and give them chance for final thoughts. Committee will meet after All Station meeting and aiming to present a final draft to the Board at our August meeting.

--Committee is nearing its end; Mary encourages new members to look at the other Committee.

3.2.7. News Advisory Committee- Kim Weir

--Committee did not meet.

4. Matters for Discussion

4.1 News Program Proposal

-David: half hour news show once a week; portion would be original content. \$50,000 yearly proposed budget.

-Emmanuelle expresses interest in joining the News Committee; would like to bring focus to youth perspective of news.

-Julie expresses feeling a little lost on next steps on their proposal, what the Board is wanting to see more of. She points out a little lack of participation on the Committee.

-There is a brief discussion regarding specific content of the news program before Laura suggests that the News Committee meet again with new Board members with their new ideas to delve into content further.

-Mary expresses a need for a Board directory with all Board members contact info. She says that she will get this out before the next Board meeting.

-Next meeting is scheduled for 22 July in person, at the station.

5. Closed Session

5.1 Alicia Trider Email

-The Board voted with majority vote to move this issue to the Program Committee to have further discussion with the programmers in question.

6. Meeting Finalization

6.1 Review Items for next BOD Agenda: No action items at August meeting. Board term limits policy revision will be a discussion item at August meeting.

6.2 Meeting Close/Thank You

Next meeting will be 13 August 2024 at 6:00 PM *via Zoom*.

Meeting minutes respectfully submitted by S. McCoy

