

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

Board Meeting Date: 10 March 2026

Location: KZFR, 341 Broadway, Suite 416, Chico CA 95928

Commencement Time: 6:00 pm

Meeting Open-6:00 pm/Meeting Closed 7:50 pm

Present:

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

Laura Lukes (Pres.) *Josh Indar Emmanuelle Sainte (arrived late)

*David Fuhs (VP) *Shelby Hebert

Mary Tribbey (Sec.) Eric Johnson

Paul Blackwood (Trea.) Julie Kennedy

Absent:

*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- David Fuhs

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Emmanuelle Sainte

1.3 Amend/Approve Previous Minutes

1.3.1. February 2026 Minutes

Discussion:

No discussion.

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

Seconded- Josh Indar

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Emmanuelle Sainte

1.4 Treasurer's Update

1.4.1. Review and Approve January 2026 Financials

Discussion:

--Paul reports that the January underwriting revenue had increased. He notes that these financial reports include a CPB distribution that resulted from the CPB dissolving and making final distributions. This was for approximately \$22,300. Overall, total underwriting is down by \$94K compared to what we budgeted for. Total revenue gap is \$137,000 compared to our annual budget. Currently, we have \$272,600 for total revenue coming in on YTD through the end of January. We had budgeted for \$409,000. Diane notes that the reports that Paul used were done

on 28 February and that there has been activity since then. The current net revenue is actually negative \$7,648. There was an increase in underwriting for some prior dated contracts. There's still \$227,000 in total expenses that was budgeted for. If we continue on the trend of what expenses consist of today, ideally we won't tap into nearly as much of this amount. Eric asks where the most deficit is when it comes to actual vs. budget. This would be on the revenue end. Expenses are relatively flat across the board. Eric asks for more specifics as far as what is creating this deficit. Grant: the loss of our CPB grant. Grant explains that if we were to look at the budget from when we started the fiscal year, we were budgeted to lose approximately \$134,000. Currently, if we stay on track, we're projecting to lose approximately \$10,000. Paul: our overall net revenue is sitting at negative \$7,000. We budgeted for negative \$97K for the entire year. This is due to the unexpected CPB distribution, a grant that we received, etc. Shelby pointed out that we had budgeted for the deficit. The budget included a large negative net revenue. We are currently above this.

Action: Motion to approve January 2026 Financials. – Shelby Hebert

Seconded- Josh Indar

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Emmanuelle Sainte

1.5 Public Input/Correspondence

Discussion:

--Grant reports that a community member reported hearing an "f" bomb on the radio. The Program Committee addressed and discussed this. They also discussed a comment from a community member suggesting the station give Smiley an earlier time slot.

1.6 Meeting Notices and Announcements

Community Advisory Board (CAB): 04/27/26 via Zoom

Executive Committee: 04/14/2026 in person

Fundraising Committee: 03/18/2026 in person

Grant Writing Committee: 03/18/2026 via Zoom

News Committee: 03/17/2026 via Zoom

Program Committee (PC): 03/19/2026 in person

Technology Advisory Committee (TAC): 03/24/2026 in person

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

BOD Event Cash Counts: (signups shown as of)

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

Count Date	Event	Signed Up	Need
Fri March 20	Alice DiMicele	Mary Tribbey	1 person
Mon March 16	Record Swap	Julie Kennedy	1 person
Mon May 25	Folkin' Around		1 person
Mon June 15	Beats & Brews		1 person
Mon Sept 14 (tentative)	Touch of Chico		1 person

2. Action Items-NONE

3. Staff and Committee Updates

3.1 Staff Reports

3.1.1. GM Report- Grant Parks

--Submitted prior to meeting.

--Hass Energy performed maintenance on the generators both at the transmitter site and on our studio roof. This proved to be very beneficial since power was lost on Monday. The generator kicked on seamlessly. Grant explains that the broadcast network is plugged into a battery supply unit that powers everything in the broadcast network until the generator power kicks on- there's no lapse in power. Grant reports that he was also finally able to work on our dish alignment. This has increased our reflective power significantly and it has been making a difference in our broadcast audio.

--Grant shouts out Kyle Porter for his help with clearing the roadway to our transmitter site of a downed tree. The propane tank is at 55%- this will definitely get us through to our next refill in the next couple of weeks. Paul asks if Kyle is a volunteer or if we pay him. Grant confirms that Kyle is a volunteer. Laura and the Board agree that we need to find a way to show him appreciation our appreciation. Leah: Kyle estimates that he gave approximately 80 hours of non-broadcast volunteer time last year. He does a variety of things for us including live sound- he does occasionally get paid for this and we have a trade with him. Ray suggested a Volunteer of the Year award for him. Kyle lives approximately 5 minutes from the transmitter site.

--Eric asks how old the battery was that was replaced. Grant isn't too sure. He had the Hass Energy folks make sure that the generator was charging the battery while it was running. The issue was that the battery was so low on voltage that it couldn't be recharged by the generator

itself. Eric suggests that we should switch to buying Costco batteries because they include a 3-year warranty. Grant confirms that the battery that Kyle suggested does include a 3-year warranty. Paul asks if Grant has ever had to replace this battery before. Grant: we have only had this particular generator since 2021/2022, so this was the first time we had to replace the battery. Ray asks if we could put a small solar panel up to charge the battery. Grant purchased a trickle charger that we can plug into the wall outlet connected to the battery.

--Grant has hired a Production Assistant, Carlos Casarez. He has started his onboarding and training and he will start his normal duties next week.

3.1.2. Underwriting Report- Ray Laager

--Submitted prior to meeting.

--We are having a Blood Drive at the end of this month on 22 March. We are committed to 18 units. One donation equals one unit. Power Red is two units. We can use more people; we currently have 7 sign-ups. Ray sent out an email with all the pertinent information. On-air promos have started as well. Ray would like to see us do this twice a year. Josh asks if there are any paper flyers for this event. Shelby asks Ray to email a copy to the Board members. Ray has sent the information to both BNI chapters.

3.1.3 Volunteer Coordinator Report- Leah McKean

--Submitted prior to meeting.

--Leah is glad that we have started doing community outreach again. She emphasizes that our volunteers do this whole thing- they pick up the supplies, set up and staff and break down the booth. We will be at the Maker's Muse event on 22 March at the Fab Lab on Orange Street. Leah will be doing the set up herself.

--The Certified Farmer's Market now charges for booth space. We will be doing the market once a month- we have booked all of the first Saturdays for the Farmer's market.

--Shelby asks when the Wild Flower Music Festival is being held. Ray: 9 May. We are receiving 33 tickets for a trade for our Spring Pledge Drive. The line-up includes Brothers Comatose, Wolf Jett, T-Sisters, and Wolf Thump. It will be held at 20th Street Community park. Our information booth is always popular at this event.

--Laura asks Leah if she thinks it's worthwhile to have an outreach booth at the Thursday Night Market. Leah explains that we have done this in the past- there's not the casual traffic. If we were doing something special, it might be worth it, but otherwise we don't get as much traffic.

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.

--Laura will be putting a sign-up sheet on the shared Google Drive for BNI meetings. The goal is for each Board member to attend at least one meeting during their tenure. These are held on Wednesdays from 8:30am to 10:30am. The goal is to represent KZFR to the community. Ray: a lot of the members are KZFR supporters who are very active in the community and curious. They meet at the School of California Law. This is not a requirement, but it is encouraged.

--Laura took a webinar “New Year, Stellar Board: Key Financial Information for Non-Profits” from YPTC (Your Part-Time Controller). They recommended collapsing financial budgets down to the main totals. The Executive Committee would still receive the full reports for review. Julie expresses concern over what things would get collapsed, she enjoys seeing the details. Eric: it might help some people but it may also raise a bunch of questions. Josh comments that the simplified format seems a lot more understandable and suggests that perhaps we can see the full budget every two or four meetings. Paul offers to give a highlighted list of the important line items to focus on. This will be further discussed at the next Executive Committee meeting.

--Eric asks Laura if she’s been able to get a good read on how we’re doing as a non-profit organization through her research from the YPTC. We are very small scale compared to most of their regular clients. They provide free services to any level of non-profits- Laura tries to pick out the things that apply to us. In terms of our budget, she feels that we are doing really well.

--Laura would love to start bringing speakers from other organizations to our quarterly in-person meetings.

3.2.3. Fundraising Committee- Grant Parks

--Report submitted prior to meeting.

--New Pledge Drive design will be put onto men’s and women’s tank tops, tote bags, and trucker hats. We will be incorporating festival and concert tickets as well.

--Beats and Brews will be held on 13 June. Still trying to get as many breweries involved as possible. Julie asks if the Committee is looking at any brewers from outside of the area. Grant: looking as far North as Redding and as far West as the Bay Area. Trying to keep it North State focused. Farmer’s Brewery will be participating this year. There will be a general promo graphic going out for approximately a month. Once we set a deadline date for the breweries to opt in, there will be a second media pack that includes the logos of all participating breweries.

--Planning for the Folk Festival is ongoing. We have received confirmation from and sent performance agreements out to Tim Bluhm, Max Manardi, Sour Dough Slim, Deedee Vest, and Henry Crook Bird. ABC license is in Redding for final approval. The public announcement date will be 23 March. Performance agreements must be signed by 18 March.

--David asks about the ticket sales for the Alice Di Micele. They seem low. Grant explains that we are using the Humanatix ticketing platform- it allows for a sliding scale. Ticket price is \$25. We have a scale going from \$25 to \$50 and we have had some people opt in to pay \$50. Laura notes that this is a \$38 average.

3.2.4 Grant Subcommittee- Grant Parks

--We are still waiting for our check from the California Arts Council to come in. This is for \$22,200. This will give us a healthy boost. If we are able to meet our \$60,000 goal for pledge drive, we will have \$82,000 of the figure we need to break even for the \$134,000. Grant is confident that we will be able to get very close to this figure or ideally go over.

--Leah submitted micro grants to Butte 365 for Beats and Brews and Touch of Chico. Julie shared the link for the Discovery Shoppe 2026 grant application. Mary and Grant will be working on an intro letter for the McArthur Foundation. There will likely be another City Arts Commission grant program sometime around June.

3.2.5. News Advisory Committee- David Fuhs

--Report submitted prior to meeting.

--David reports that they are still short on stories every week. David encourages people to write up a word document, record it, and send an MP3 if they have an interesting story to cover. They have contacted Shasta Scout but have not heard anything back yet.

--Josh suggests incorporating live quotes, and perhaps getting someone on the phone just to break it up- one of the sources or someone who has relevance to a story.

3.2.6. Program Committee- Grant Parks

--Report submitted prior to meeting.

--Grant explains the automation software that he's been building that has been functioning as the emergency feed in the background and the audio inside of the Radio Paradise channel on the console. One of the tasks of our Production Assistant will be taking all of the pre-recorded programs and putting them into our automation system. After 60 seconds of dead air, the program will begin playing again from a different source. The clocks in the studios and the broadcast network and the automation computer are all on the same time. We will also be using this automation software to fill in the schedule with like-minded programming that's already on the station. It allows us to plug in our own promos. Legal IDs are programmed in as well. Julie asks if the 60 seconds is a prerequisite setting. Grant confirms that this can be set for any amount of time.

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

3.2.7. Technology Advisory Committee (TAC)- Grant Parks

--No report was submitted.

3.2.8. Ad Hoc Committee Reports

3.2.8.1 Board Recruitment

--Recruiting 2-4 new Board members. Mary and Shelby are stepping down. The Secretary position is open.

--Ray and Laura are working together on this Committee. An application was received from CAB member Bryan Bickley.

--Laura encourages each Board member to try to think of at least one person to invite to be on the Board.

3.2.8.2. Budget Committee

--The Committee has not yet met.

3.2.8.3. Investment Committee

--The Committee has not yet met.

--Shelby has been doing a lot of research heavy work. The two people Shelby asked to be on the Committee politely declined.

--Laura suggested that Shelby restricts her research to the organizations that she and Grant have already spoken with. Grant: it seems like we're talking about 2 different things: banks and investments. The two are not the same.

--Grant and Diane clarify that we do not invest through a bank. Paul: Raymond James is where our CDs are, but our holdings are in a bank. Diane: where we do our day-to-day banking is a timelier issue. Grant also confirms that where we invest can be different from where we bank but they could also overlap. Eric adds that it is equally important to have someone who will partner with us for sponsorships, etc.

4. Matters for Discussion

4.1 Move funds from Tri-Counties to a different bank

--This was discussed above.

5. Meeting Finalization

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

5.2 Meeting Close/Thank You

Next meeting will be 14 April 2026 at 6:00 PM via Zoom.

Meeting minutes respectfully submitted by S. McCoy