

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

Board Meeting Date: 9 May 2023

Location: Virtual Meeting

Commencement Time: 6:00 pm

Meeting Open- pm/Meeting Closed 7:39 pm

Present:

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

Rob Davidson (Pres.)* Mary Tribbey

Karl Ory (VP) Elizabeth Daniels (Liz)

Jeannie Trizzino (Sec.) Laura Lukes

Francene Kennedy (Fran)

Absent:

Michael McGinnis (Trea.)

Staff:

Grant Parks, General Manager

Ray Laager, Underwriting Director

Leah McKean, Volunteer Coordinator

Shirley McCoy, Office Assistant

Guests:

Sarah Downs (Board Applicant)

*programmer-elected

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. –Karl Ory

Seconded- Laura Lukes

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Michael McGinnis (Trea.)

1.3 Amend/Approve Previous Minutes

Discussion:

No discussion.

Action: Motion to approve April minutes. –Mary Tribbey

Seconded- Elizabeth Daniels (Liz)

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Michael McGinnis (Trea.)

1.4 Treasurer’s Update

1.4.1. Review and Approve April 2023 Financials

Discussion:

--All discussion and questions are postponed until June meeting due to Michael’s absence. No vote is held.

1.5 Public Input/Correspondence

Discussion:

--No public input/correspondence received.

1.6 Announcements and Recommendations

Fundraising Committee: 16 May at 5:30 pm on Zoom

Grant Writing Committee: TBD

Strategic Planning Committee: 15 May at 6:00 pm at Mary T

Document Review Committee: TBD

News Committee: TBD

Recommended Reading from Liz:

The World Becomes What We Teach by Zoe Weil (also available as an audiobook)

Reminder for all Board members:

An email for the online CPB mandatory harassment and bias prevention training was sent on 18 April 2023. Training must be completed by September 30, 2023.

Contact Grant if you have taken this type of training at work; you may be able to substitute it for the CPB training.

--Rob announces that Lili has officially stepped off of the Board. He thanks her for her work on the Board and as a volunteer programmer.

--Grant: the CPB training email should have come from an organization called Everfi. If this was not received, contact Grant. There's a question about expiration of previous trainings. Grant explains that it goes by the calendar year; it resets at the end of September and kicks back in starting in May.

2. Action Items

2.1 None

3. Staff and Committee Updates

3.1 Staff Reports

3.1.1. GM Report-Grant Parks

--Submitted prior to meeting.

--There is a discussion about excitement around Grant working with both Chico State and Butte College journalism and recording programs and how this can feed into the forming of a News Committee and also about the conference that Grant will be attending at the end of June and how he can use this knowledge in future programmer trainings/orientations.

--Questions are raised regarding Pledge Drive, specifically about tracking the 57 new donors making up 13 percent of donations. Grant: donor survey that will be going out can help us gather further information on these donors. Mary clarifies that the structure is in place for this to happen. There is also a question of if online donations have been increasing. Grant confirms that these kind of donations have been increasing. There's a question of if the on-air pitching mentioning all of the different ways to donate is "worth it"- Grant says it is- We want to make people aware of as many different ways to donate as possible.

--Grant announces that the generator will be installed on the KZFR studios roof tomorrow morning. He explains our need for the generator and how it ties into our Emergency Preparedness Plan to our Guest board applicant, Sarah.

3.1.2. Underwriting Report- Ray Laager

--Submitted prior to meeting.

--There is a question if things improved at the Spring Jam after our involvement at the Summer fest (same event organizers). Ray says that Spring Jam went a lot smoother.

3.1.3 Volunteer Coordinator Report- Leah McKean

--Submitted prior to meeting.

--The Board asks about any feedback received from Pledge Drive non-profit phone volunteers. Leah reports that people gave positive feedback, were excited about the new laptops, and everyone said that they would volunteer again for the Fall Pledge Drive. There is a brief discussion regarding how phone shift scheduling went this drive and adjusting it for the Fall Pledge Drive.

--There is a discussion about having more frequent, informal in-person gatherings for the programmers and the Board to get more familiarized with each other.

3.2 Committee Reports

3.2.1. Executive Committee- Rob Davidson

-The Committee met last week in preparation for the Board meeting and also looked at the Preliminary Budget.

-Rob makes a correction; The Board will not be taking up Grant's review. Not due for review until Spring of 2024.

3.2.2. Program Committee (PC)- Grant Parks

--No report submitted since minutes were not yet generated.

--Grant announces that Bobbi Tryon is retiring from North State Local Voices- Fresh Hop Cinema has moved from 5:30pm on Thursdays to an hour long slot on Saturdays from 4-5pm.

Filled a slot from 5-6pm with “What’s the Frequency Kenneth?” and “Sprouts” on Tuesdays from 6-6:30pm.

--Rob thanks Bobbi for her volunteer time put in at the station. There is a discussion about how important it is to the station to have this kind of show- it fits our station’s profile and mission. It will be a big gap. Grant points out that there is a new programmer orientation on 24 June. There is a discussion about how we might be able to do more outreach for public affairs type of programmers/programming and the possibility of a mentorship for these kinds of programs/shows.

--Next Board meeting will include double reports from April and May Program Committee meetings.

3.2.3. Community Advisory Board (CAB)- Rob Davidson

--The Community Advisory Board (CAB) had a meeting scheduled at the same time as the Board meeting. Unverified if they did meet.

--CAB doesn’t seem to have issue with the CAB policies/guidelines draft or its policies. Rob proposes agenizing the CAB proposal as an action item for the June meeting and voting on it at June meeting.

--Rob points out that since Lili has stepped down from the Board, a Board Liaison is still needed. Rob is going to politely request that the CAB does not meet during Board meetings.

--Rob explains briefly what the role of the CAB is to our Guest Board applicant, Sarah. He also explains how the Board CAB proposal came into existence as well as the roles of a Board Liaison and a Programmer Liaison.

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

--The Board asks if there’s any plans to reapply for the Bill Graham Memorial Foundation grant that we did not receive this cycle and how much funding we were seeking from this grant. Grant says that we will apply again.

3.2.5. Document Review Committee- Rob Davidson

--No upcoming meeting scheduled as of yet.

--Committee will continue working on the Employee Handbook.

3.2.6. Strategic Plan Committee

--Programmer’s meeting was postponed. They will be receiving a survey first that will likely be going out tomorrow. They will then be invited in later for an in-person meeting to review and rank their responses. About 2 weeks later, a survey will be going out to active donors in Little Green Light. A separate survey will also be sent out to Underwriters. From all of these surveys, a

report will be created where the Board and Staff will be brought back in to review this information.

--There's a question of a timeline of when these surveys will be ready to go out. Mary explains that once the programmer list is finalized, the programmer survey can go out, possibly tomorrow, Thursday at the latest. 2 weeks later the donor survey will go out. There's a discussion about procedures for adding newly certified programmers to the Programmer's Only Facebook-group.

3.2.7. News Committee

--No upcoming meeting scheduled as of yet.

--Fran reports that she's been in communication with a small radio station similar to KZFR in Austin, Texas, who might be interested in meeting with the Committee to chat about their News Committee.

--There is a brief discussion about how Grant's plans working with Butte College and Chico State's journalism programs might connect with work on the News Committee and Strategic Plan Committee.

4. Matters for Discussion

4.1 BOD Officers and recruitment discussion

-Rob announces that a few Board members have offered to serve as officers for the next fiscal year: Karl Ory as President and Laura Lukes as Vice President. Jeannie and Michael have agreed to continue as Secretary and Treasurer. Rob will serve ex-officio on Board for as long as it's helpful. It's suggested that Laura join the next Executive Committee meeting. Rob confirms that he will continue on in co-chairing the Strategic Plan Committee. He will also continue on the Document Review Committee.

-There is a brief discussion about what the Bylaws say about the composition of the Board, specifically that the Board must include at least 2 programmers, up to 49%. She suggests that it be denoted in the meeting minutes which members are programmers. Rob encourages Board members to continue to recruit Board applicants both from the community and the programmers. The possibility of reaching out to Underwriters to apply is mentioned. There is some hesitation about this; Rob says interested community members and programmers would be better asks.

4.2 Preliminary Budget- FY 2023-24

-All questions and/or discussions are postponed due to Michael's absence. Rob directs the Board to direct questions/comments to the Executive Committee email for discussion at June Board meeting.

4.3 Community Advisory Board Application

-The Board briefly discusses Amalia Rodas's CAB application. She was recommended by Lori Webber, longest-serving CAB member.

-Rob calls the vote to approve Amalia Rodas's application to the CAB. Results: 7 in favor, 0 opposed, 1 absent. Amalia's application is approved for the CAB.

4.4 Program Committee Application

-Rob calls the vote to approve Peter Ratner's application to the Program Committee. Results: 7 in favor, 0 opposed, 1 absent. Peter's application is approved for the Program Committee.

5. Meeting Finalization

5.1 Review Items for next BOD Agenda: Preliminary Budget- FY 2023-24 and CAB proposal will be action items at June meeting. BOD Officers and Recruitment discussion will continue as a discussion item for June meeting. In-person meeting and Committee organizations and delegations will also be discussion items for June meeting.

5.2 Meeting Close/Thank You

Next meeting will be 13 June 2023 on Zoom.

6. Closed Session

6.1 Interviews with Board Applicants

-Board voted 7-0 with 1 absent to approve Downs's application.

Meeting minutes respectfully submitted by S. McCoy