

Golden Valley Community Broadcasters, Inc.

KZFR Community Radio Board of Directors

August 13, 2019

1. Meeting Opening

1.1 Call to Order – Mercedes at 6:01 pm Present: LeAnn, Bobbie, Jeannie, Ray, Grant, Rick, Mercedes, Sarah, Rob, Steve. Absent: Jim and Courtney (Jim may call in report).

1.2 Amend/Approve Agenda – Add Action Item to approve Rob motions to approve, second by Steve.

1.3 Previous minutes - Motion to approve July minutes by Rob, seconded by Paul, Abstained by Steve, LeAnn and Bobbi because they were not in attendance on July meeting.

1.4 Public Input Comments - No public input for the night. (New feature of agenda). Mercedes discussed implementing on-line Google form but that will be topic for future conversations.

2. Announcements:

2.1 Rob: Slow Theatre Community Group's production of the Butcher Shop will be held at the End of Normal on Saturday and Sunday. Free of Charge Sept 5, 6, 7. Loki Miller's one man show called Vincent will be showing at the Woman's Club. Benefit for CHAT (Chico Housing Action Team)

2.2 Staff Reports

2.2.1 Rick announces Several events. King Fish sold out. Sam Chase almost sold. Jerry's Birthday show was huge and a sellout. Sold out (2) George Winston shows. Tim Blum on 9/15, Achilles Wheel 9/20, Hannah Jane Kile 9/27, Touch of Chico 9/29 October busy too. Pledge drive coming up. Three scheduled shows in November.

2.2.2 Grant: Discusses success of King Fish and Sam Chase. Signed up for Handshake (intern program with CSU). Waiting for approval. Campfire Updates segments has made a pivot and is now called KZFR News and will focus on and local news and happenings. Budget for 2019 new computers and tech. was just over \$5k and we were under budget about \$3,800. New fiscal year 2020 budget is \$7,700 and Grant is getting estimates and should be under budget.

Discussed All Digital Pledge Drive at a budget of about \$1,500. Discussed In Kind Donation of Services for DJ's who DJ outside KZFR. They can consider it a donation to the station. Between doing sound and DJ services during 2018 and 2019 fiscal year, approximately \$2,500 was raised in In Kind Donations.

Reaching out to other DJ's and sound engineers. Paperwork in place and it will help the bottom line in income.

2.2.3 Underwriting Report - Ray: July good month. Up about 16%. Discussion about underwriters and offering promotions with social media. Something to consider.

2.3 Treasurer's Reports - Jim not in attendance. Sent treasurer's report to review.

2.4 Committee Reports

2.4.1 Program Committee: Met 8/5/19. Minutes sent by Rose who has volunteer to be secretary. Self evaluations sent for programmers. New segment called Climate Connection will be added. Next meeting is 9/9/19. Weather program not making any progress.

2.4.2 Fundraising Committee: Pledge drive and taking credit cards was discussed. Talked about coming to Pancake Breakfast to pickup up Pledge Drive gifts. Sign up for contacting donors was discussed in hope of completing by 10/1. Pancake Breakfast: Sausage, and hard boiled eggs for \$1.00. Parade of Lights is coming up and might be a good idea for board to be involved.

2.4.3 Bylaw Committee: Rob discusses meeting with Bobbie, Grant, Paul and Rob and that they could meet periodically (maybe every 5 years). They spent time reviewing the programmer's handbook and cleaning up some of the clerical items. Copyright section was also discussed.

3. Matters for Discussion

3.1 Recap of Diversity Training - Several KZFR board members made effort and are in compliance. Mercedes discussing again in 6 months and involving programmers.

3.2 KZFR Data Privacy - Jim wanted to discuss (not in attendance). Board members discussed not sharing information with public.

3.3 Board risk assessment is due - To be put on Sept. agenda.

3.4 State of the Station - Rick feels station is in a solid position. Digital presence has increased, membership is growing. Mornings and afternoons are our strongest spots. Saturday is very strong. Volunteers are strong. (takes approximately 200 volunteers to run pledge drive). Improved website. Better system archiving is in the works. Grant writing project would be beneficial. Rick discussed remote backup transmitter.

3.5 KZFR business discussed in public access location - Jim put on agenda. discussed 2nd floor suite next to stairwell. Conversations in email are appropriate but decisions to be made in person as a Board.

3.6 Diversity Statement - CBO Requirements - word length requirement - To review what Robert said in Diversity Training. Review Protected Classes.

4. Action Items

4.1 Reinstate Jim McCullough as Treasurer - Jim requests that this be "voted" on. Bobbi moves that we put Jim on as Treasurer. Steve seconds the motion. Unanimously accepted by Board.

4.2 Submitted BOD application - Sandy Morales (current programmer) and Nancy Ralston. submitted applications. Mercedes feels we are at odds with our bylaws because of Programmer appointed vs. election. As of July 2017, Rob Davidson and Bill Mash are the programmer elected members. Board appointed. Bill left shortly after. Rob is the only board appointed programmer. Need to review bylaws.

Need to do an election in 2019. Rob moves that we inform the candidate (Sandy Morales) that unfortunately we cannot vote on her application because we are in the process of scheduling a special election for a programmer elected position. Pauls seconds the motion. Unanimously accepted by the board. Mercedes will call Sandy to let her know we are guided by bylaws and will need to wait on her application. Nancy Ralston. (community member) applied 2 months prior to this meeting.

As it turns out, Nancy was in the booth. Grant invited Nancy into the meeting and she introduced herself and she met the board. Paul moves that we take the application from Nancy Ralston to the Board. Sarah seconds the motion All in favor.

4.3 Bank Authorized Signature Transfers - Rob makes a motion that we approve the signature transfer. Bobbi seconds the motion. All in favor

4.4 One Board Member volunteer present to count cash at events- Sign up sheet discussed. Will discuss again.

4.5 Leave of Absence - Paul created draft for review. Intent of the BOD to create consistent presence by the members, understanding the time commitments required. Bobbi reads Paul. Bobbi moves, LeAnn seconds motion. All in favor

4.6 Direct "Bylaws Committee" - Discussion for this item is to task the Bylaw committee to update the diversity statement to meet the CPD minimum. Rob made the motion to consider the d statement Bobbi seconds the motion. All in favor.

4.7 Instruct PC/Orientation - Bobbi moves that we instruct the Program committee do initial orientation for programmers. Rob seconds the motion. All in favor. 4.8 Meeting Minutes will be taken by Secretary - Courtney will record all minutes. Paul makes the motion that secretary records all minutes.

5. Meeting Finalization - meeting adjourned at 7:59 pm