

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

Board Meeting Date: 9 December 2025

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

Commencement Time: 6:00 pm

Meeting Open-6:00 pm/Meeting Closed 7:48 pm

Present:

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

Laura Lukes (Pres.)

*Josh Indar

*David Fuhs (VP)

*Shelby Hebert

Mary Tribbey (Sec.)

Emmanuelle Sainte (arrived late)

Paul Blackwood (Trea.)

Julie Kennedy

Absent: Eric Johnson

*programmer-elected

Staff:

Grant Parks, General Manager

Leah McKean, Volunteer Coordinator

Ray Laager, Underwriting Director

Shirley McCoy, Office Manager

Diane Culpepper, Business Manager

Guests:

Pete Galvany, CAB member

1. Meeting Opening

1.1 Call to Order/ Begin Recording/Welcome/Attendance

1.2 Amend/Approve Agenda

Discussion:

Mary proposes amending the agenda to include 4.2 Candid Survey

Action: Motion to approve agenda as amended. – Paul Blackwood

Seconded- Josh Indar

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Eric Johnson, Emmanuelle Sainte

1.3 Amend/Approve Previous Minutes

1.3.1. November 2025 Minutes

Discussion:

No discussion.

Action: Motion to approve November 2025 minutes. – David Fuhs

Seconded- Mary Tribbey

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Eric Johnson, Emmanuelle Sainte

1.4 Treasurer's Update

1.4.1. Review and Approve October 2025 Financials

Discussion:

--Paul reports that October was a positive month. Overall net income lower than originally projected. This is largely due to lower dollars flowing in.

Action: Motion to approve October 2025 Financials. – Julie Kennedy

Seconded- Shelby Hebert

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Eric Johnson, Emmanuelle Sainte

1.5 Public Input/Correspondence

Discussion:

--No public comments/correspondence were received.

1.6 Meeting Notices and Announcements

Community Advisory Board (CAB): 01/27/26 via Zoom

Executive Committee: 01/06/2026 in person

Fundraising Committee: 12/16/2025 in person

Grant Writing Committee: 12/17/2025 via Zoom

News Committee: 01/20/2026 via Zoom

Program Committee (PC): 01/15/2026 in person

Technology Advisory Committee (TAC): 01/27/2026 in person

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

BOD Event Cash Counts: (signups shown as of Friday, December 5, 2025)

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

Count Date	Event	Signed Up	Need
Fri Mar 20	Alice DiMicele		1 person
Mon June 15	Beats & Brews		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.

--Laura asks if there might be any roles for the Community Advisory Board (CAB) in the planning of the Folk Festival. Grant: this can be discussed with the Fundraising Committee. There are various questions about the logistics of this event, but Grant explains that planning is still in the very beginning stages.

--Julie asks if the interference caused by misalignment of our dish atop the studio is still occurring. Grant explained that it is; it is faint but it is still present. Realigning our dish so that it has a direct line of sight to our tower dish should clear this up.

3.1.1.1 State of the Station/Assessment of Major Risks to the Station

--This report was broken up into the same four categories that are used in our Strategic Plan: Content, Engagement, Revenue, and Organizational Capacity.

--Laura loved the map showing our listenership. Grant used the streaming data from Creek FM. He looked into all of the cities that streamed KZFR for more than 30 minutes throughout the previous fiscal year. Julie asks if Grant knows what might have accounted for the increase in streaming. Grant explains that we were pushing streaming more. We started airing Celebrating Bike Month with Chico Velo towards the end of the fiscal year. Ideally we are reaching more listeners and increasing our social media following which hopefully is translating to increased listening hours throughout the year.

--Mary asks how old our new programmers are and how we can record this kind of demographic information (age, gender, etc.) Mary would like to be able to track this. She suggests an intake survey could be a way to collect this information. Shelby suggests sending out a poll to any programmers who started a show within the last 2 years.

--Paul asks if we will continue to increase our goals for future Pledge Drives. The Fundraising Committee did discuss another \$60,000 goal for the upcoming Spring Pledge Drive. Grant is cautious of going to \$65,000. We were able to meet and exceed our \$60,000 goal for the Fall but Grant is unsure of how often we will be able to do this. Shelby expresses concern over how long people will remain sympathetic to the messaging about losing our federal funding. Laura seconds this thought, adding that she feels a year would likely be the max. She points out that there are so many other ways to appeal to our listeners particularly in the current political climate. Shirley points out that she and Diane have noticed an increase in random donations from all over in the months after Pledge Drive. Leah: once we can't complain anymore about losing our federal funding, what is our basic messaging? It could just be that we do not accept federal funding- turn this weakness into a strength. Ray echoes how important the messaging is and how well it was received during the Pledge Drive. Julie loved the Giving Tuesday messaging.

--Mary points out that our listener ratings are really high while our actual donors are low. Grant: for ratings period of Spring 2025/Fall 2024 we had approx. 9,800 listeners per week and in a pledge drive we may receive approx. 650 donations. This is fairly common. Josh points out that so many people subscribe to Spotify for \$13 monthly, likely because of how easy the interface makes the process. He suggests making donating through our app even easier.

--Mary highlights our broadcast audience metrics: KZFR continues to serve as one of the most listened to non-commercial stations. In the most recent ranking periods, we are in a three-way tie for 5th. We are in the top 8 total.

--Paul asks if Grant has a timeline on when we might need to actually replace aging equipment and what the costs might be. Grant: for the three specific pieces of equipment listed in Internal Risks, these can wait until they are budgeted for in the next fiscal year. Should an emergency happen, we will need to purchase these more quickly. Paul asks if any of this equipment could potentially randomly stop working. One of the pieces could just because of how old it is. Shelby asks if Grant thinks we are missing any key pieces of infrastructure that would cause us to go off of the air. Grant: “off the air” and “dead air” are different. We have a couple of redundancies that we’ve built in such as our emergency backup- this is a DIY that has been wired in and what we’ve been able to do on our budget. For off the air redundancies, we could purchase a new Cisco Systems data port for rollover for the broadcast network.

3.1.2. Underwriting Report- Ray Laager

--Submitted prior to meeting.

--We did not have any new organizations sign contracts. New businesses are contacting Ray. Shelby: the fact that we are losing downtown businesses is an indication of the health and vibrancy of small, local businesses. People are not able to budget for underwriting. Small businesses are our heart and soul. People don’t come downtown as often. The demographic has changed. There are lots of empty storefronts downtown. The DCBA charges more fees, city charges more fees, and rent is high for businesses downtown.

--Josh asks if Ray gets the sense from his business community contacts that they are worried about the local economy. These things are discussed a lot. Paul points out that he manages a team of 11 people all throughout California. They have close to 1,000 clients in all different industries, shapes and sizes, and they’ve seen several close in these past 3-4 months.

3.1.3 Volunteer Coordinator Report- Leah McKean

--Submitted prior to meeting.

--Julie asks how the attendance at the Open House compared to last year’s attendance. Leah thinks that it was about the same. The last hour was very slow. Next year, we are going to shorten the event by an hour. Shelby suggests further incentivizing people to attend the Open House- perhaps a raffle prize or offering food (we did have food). Leah reports that the main incentive for the Open House is the chance to meet our DJs and to tour the station.

--Not as many people came to pick up their Pledge drive gifts as Shirley was hoping for. After this week, Shirley is going to release unclaimed gifts back into the inventory. Leah had similar experience with the raffle prizes from the Touch. Giving people deadlines is important.

3.2 Committee Reports (including Strategic Plan Updates)

3.2.1. Community Advisory Board (CAB)- Laura Lukes

--Has not met since last BOD meeting.

3.2.2. Executive Committee- Laura Lukes

--Submitted prior to meeting.

--Julie asks about the marketing class at Chico State with Katie Mercurio. Grant, Laura, and David had a meeting with her via Zoom. They will be meeting again in January. The semester will be beginning at the end of January. Katie seemed excited about the possibility to work with us. Staff time would be an issue- there would need to be 3 or 4 designated mentors to work with the class.

3.2.3. Fundraising Committee- Grant Parks

--Report submitted prior to meeting.

--As of 2 December, approximately 76% of all Fall pledges have been fulfilled.

--Shelby asks if next year's Beats and Brews event will be taking the same form as last year's. The Fundraising Committee had a wrap-up meeting to discuss what did and didn't work at the 2025 Beats and Brews. Mary wants to line up beer vendors a lot earlier this time. Julie suggests getting some non-alcoholic options as well. Laura suggests moving the time a little later into the afternoon; we are planning for 2 to 6pm.

3.2.4 Grant Subcommittee- Grant Parks

--Report submitted prior to meeting.

--Julie asks about the Parks Foundation. Grant: They are a philanthropic organization that funds non-profit media, journalism, science, and forestry.

--Laura asks if there is a presentation involved in the Discovery Shoppe grant application. Julie reports that there will be an interview. The deadline for the application is May. The interviews happen after this.

3.2.5. News Advisory Committee- David Fuhs

--No report was submitted.

--The News Committee met to review what they've done so far, what the problems have been, and what can be done to make things work better.

--4 Zephyr News shows have aired. Grant, Julie, Josh, Jim Williams, and Mary have all stepped up to help out through the last few weeks. There has been little support from the Public Affairs programmers. Lorenz has been very instrumental. The greatest need is stories/content! Chico Sol has proven to be reliable. Christian Kepler and the Orion Report have been great.

3.2.6. Program Committee- Grant Parks

--Submitted prior to meeting.

--There was not a quorum present to vote on the Chico Speaks applications. These will be voted on at the December meeting.

--Almost all of our newly approved programs fit into the News and Public Affairs block, and all are in alternating time slots. All of these are off-site and not produced by us. They are somewhat free- some come from Audio Port. We pay Pacifica yearly to have access to these programs.

--Thursdays are a really odd programming evening. There are two alternating off-site programs from 5 to 6pm. At 6-7pm, there are 4 alternating programs- some of these are live, and some are off-site. The burden of making sure that all of this plays in the correct order falls on the 3-5pm programmer. Sometimes this happens, and sometimes it does not. This is why Grant has had Lorenz be here physically to press play on Zephyr News at 7pm.

3.2.7. Technology Advisory Committee (TAC)- Grant Parks

--No report was submitted.

--No discussion or questions were raised.

4. Matters for Discussion

4.1 BOD Committee Proposal

--This was discussed at last month's meeting. The proposal would be added to the Board Policy manual.

--Josh asks if there were any projects that brought this to mind. Laura explains that one of the things that triggered this was Shelby's interest in ethical investing. This is something that really needs research and work.

--Julie: Is the News Committee an ad-hoc Committee? It is an ad-hoc Committee that is reapproved year to year by the Board. Ad-hoc means "when necessary or needed". Document review is ad-hoc and is currently on hiatus.

--Julie suggests a slight revision: "these project-specific ad-hoc committees". Shelby moves to approve the proposal as amended by Julie. Paul seconds. Results: 6 in favor, 0 opposed, 1 absent, 1 abstention. The BOD Committee Proposal is approved and will be sent to the Document Review Committee.

4.2 Candid Survey

--We created a profile on Candid which is a non-profit informational website. It is centered around providing transparency. Once you get to a certain level of transparency, you get "Gold Status". This gets us into donor-advised directories. Mary is trying to get us to the next level, Platinum. The Platinum ranking will hopefully get us more donations through donor-advised

funds. We are only missing the demographics of our leadership and Board, and Committee members. The survey should take less than 2 minutes to fill out.

5. Meeting Finalization

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

5.2 Meeting Close/Thank You

Next meeting will be 13 January 2026 at 6:00 PM via Zoom.

Meeting minutes respectfully submitted by S. McCoy

