

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

Board Meeting Date: 10 February 2026

Location: Virtual Meeting

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	Emmanuelle Sainte
*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- Mary Tribbey

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: None

1.3 Amend/Approve Previous Minutes**1.3.1. January 2026 Minutes****Discussion:**

No discussion.

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

Seconded- Paul Blackwood

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: None

1.4 Treasurer's Update**1.4.1. Review and Approve December 2025 Financials****Discussion:**

--Paul reports that overall, month over month, we've stayed relatively flat looking at budgeted vs. actuals. Our current net revenue is -\$15,000 and we had budgeted -\$93,000 at the end of the fiscal year.

--Eric points out there is something going on with the underwriting. Paul: this is one of our biggest cash flows so it is not good if it continues to dwindle. We do have some other different unaccounted for cash coming in that will hopefully offset this decrease.

Action: Motion to approve December 2025 Financials. – David Fuhs

Seconded- Eric Johnson

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: None

1.5 Public Input/Correspondence

Discussion:

--Grant reports that we received feedback from a listener complimenting Face the Music and expressing that all of our other shows should have at least 50% female artists featured.

1.6 Meeting Notices and Announcements

Community Advisory Board (CAB): TBD via Zoom

Executive Committee: 03/03/2026 in person

Fundraising Committee: 02/17/2026 in person

Grant Writing Committee: 02/18/2026 via Zoom

News Committee: 02/17/2026 via Zoom

Program Committee (PC): 02/19/2026 via Zoom

Technology Advisory Committee (TAC): 02/24/2026 in person

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

BOD Event Cash Counts: (signups shown as of Monday, February 2, 2026)

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

Count Date	Event	Signed Up	Need
Mon March 9	Alice DiMichele		1 person
Mon March 16	Record Swap		1 person
Mon May 25	Folk Fest		1 person
Mon June 15	Beats & Brews		1 person
Mon Sept 14 (tentative)	Touch of Chico		1 person

2. Action Items

2.1 Approve Application of Vince Kotchian to the Program Committee

-Vince is one of our newer programmers. He does Indie Rock Radio on the 1st and 5th Tuesdays at 10pm. The Program Committee voted on and unanimously approved Vince's application via Google poll.

-Josh moves to approve Vince's application to the Program Committee. Shelby seconds. Results: 9 in favor, 0 opposed, 0 absent. Vince's application to the Program Committee is approved.

2.2 Approve (ad hoc) Investment Committee

-Laura thanks Shelby for her preliminary research she did on 5 local banks. Shelby is head of this Committee. She is going to ask Mark Gray if he might be interested in joining this Committee.

-Eric comments that he feels that credit unions are generally a better fit for us. Shelby agrees with Eric but also recognizes the limits of banking with smaller institutions. Shelby points out that if we are going to move forward with switching banks, we should do so before the new fiscal year starts. Mary clarifies that she was hoping we would vote on this decision before the end of this fiscal year so that it is in place by the beginning of the next fiscal year.

-Mary moves to approve the ad-hoc Investment Committee. Eric seconds. Results: 9 in favor, 0 opposed, 0 absent, 0 abstentions. The ad-hoc Investment Committee is approved.

2.3 Approve (ad hoc) Board Recruitment Committee

-Current Committee members are Ray, Laura, and Emmanuelle. They have discussed meeting via Zoom on Monday mornings. They have not met as of yet.

-Eric would like to see any additional Board members having knowledge about budgeting and finances. Shelby adds that it is general best practice to have some kind of attorney on a Board. David has asked Rick Carr if he'd be interested in being on the Board.

-Julie moves to approve the ad-hoc Board Recruitment Committee. Shelby seconds. Results: 9 in favor, 0 opposed, 0 absent. The ad-hoc Board Recruitment Committee is approved.

2.4 Approve (ad hoc) Budget Committee

-Laura explains that part of our Bylaws is to create a Budget Committee annually to draft our next fiscal year's budget. Grant is in charge of this. It does need approval of the Board.

-The Committee will be reviewing the previous fiscal year's budget and trends to give a good idea of what the figures will look like for the upcoming fiscal year for both income and expenses. The goal is to have a draft budget to present at the May meeting. Grant is planning on four 2-hour meetings between now and May.

-Mary moves to approve the ad-hoc Budget Committee. Shelby seconds. Results: 9 in favor, 0 opposed, 0 absent. The ad-hoc Budget Committee is approved.

3. Staff and Committee Updates

3.1 Staff Reports

3.1.1. GM Report- Grant Parks

--Submitted prior to meeting.

--The FCC sent a notice regarding updating people listed on the Bi-Annual Ownership Report. Grant explains that if people were Board members between July 2023 to October 2023, they were listed as “owners” of the radio station. We need to ensure that everyone’s information is correct inside of this system. Shirley and Grant have been reaching out to Board members to make sure that the information that the FCC has on file is correct. Grant will be reaching out to everyone who needs to update their information to walk them through this process.

--Hopriana has started working with the News Department. Aidan will start his onboarding this week. He will be responsible for the production of the Chico Speaks series and any other podcasts that occur from now until the end of May.

--Our RDS system was hacked the day before our Holiday party. Someone was able to get in through Alert FM’s network and change the coding that goes onto our RDS. Grant was able to turn off the RDS remotely. Since then, the network server data port and the RDS system has been rebooted and stronger passwords have been created. Vista Net was able to scan our entire network and verify that no other parts of our network were affected.

--Mary asks what the next steps are for the manual reset of the OMNIA processor. Grant has purchased a new piece of equipment that he will need to install and explains that we will go “off the air” but only for approximately a few seconds. She also asks about the RDS system and if this is what makes it so that song titles are displayed on car radios. Grant explains that RDS can make this possible, but it needs a software that tells the system what artist and which song is playing. We don’t have this software. She also asked about the NFCB webinar Grant attended regarding Researching Unmet Needs. There was a survey that went out to certain listeners and staff of certain radio stations to figure out what the unmet needs were for these listeners within these radio stations’ demographics. The webinar discussed how to gain access to the dashboard that is providing all this data.

--Eric asks how much of a concern the RDS hack raised for Grant. It was extremely unsettling. The hack was into Alert FM’s system and not into ours. Another station’s system in Oroville was hacked as well. Grant is now more aware of these issues and more vigilant with checking the RDS regularly. Julie asks how the messaging appeared to our listeners. Grant explains that the hacker displayed their YouTube username. Ray asks if this is something that can be reported to the FCC to be investigated. The FCC is only concerned about audio.

--Josh asks if Grant has a good sense of what our other IT vulnerabilities may be. Vista Net provided us with a 5-phase tech improvement plan that includes different types of hardware and cyber security plans. Each phase comes with a hefty monthly price tag. Because of this, we’ve

moved forward with upgrading some of the basic aspects of our cybersecurity and ensuring that we have better backups locally and on the Cloud. There is room for improvement.

3.1.2. Underwriting Report- Ray Laager

--Submitted prior to meeting.

--The Downtown Starbucks is closing. Spring time is always a time for increased economic activity in Butte County. When a business does not have money to spend to get more business, this is a sign of the times. Shelby points out that she's found that a lot of businesses do not spend money in January. For years, downtown businesses were heavily represented on KZFR but this has changed. Businesses do not advertise in the same ways as before. Ray explains that lots of advertising goes to social media and billboards now.

--Ray would love to have some of the Board members attend his BNI networking meetings. This will help with our presence. Most of the people are heavily involved in the community working with other non-profits and organizations. Ray will send more information out to the Board.

--Shelby asks Ray to further explain how in-kind trades/sponsorships work. Ray would love to talk to anyone. The key is to get in early. If the organization is having a ticketed event, we can use these tickets for fundraising for Pledge Drives. These are taken on a case-by-case basis- have businesses contact Ray if they are interested.

--Paul asks if there's any kind of hard data that Ray can use when pitching to potential underwriters. Grant explains that we receive ratings reports once or twice a year that provide an average number of listenership during certain periods of the day. Ray often focuses on our older market- they have pensions and retirements and are involved in the community.

--Ray is optimistic about the Spring and especially about our upcoming Pledge Drive. This creates a lot of buzz in the community.

3.1.3 Volunteer Coordinator Report- Leah McKean

--Submitted prior to meeting.

--Leah has been having a lot of conversations with DJs about their required minimum 10 hours of non-broadcast volunteer time. Most of the DJs meet this requirement or come very close. A few go above and beyond. Leah tries to discuss other ways to fulfill this requirement for folks who do not meet the required minimum.

--Shelby asks what the intention behind the non-broadcast volunteer hours' requirement is. Leah: volunteer hours are valuable and if we had to pay people to staff events, do community outreach, etc. the cost would be astronomical. Shelby wonders if there's another approach that we could take. Laura points out that this seems to be more of a discussion for the Program Committee. Leah points out that this policy is in the Programmer's Handbook and that she reaches out to new programmers explaining the requirements and what this entails, etc.

--We will have our information booth at and be doing a live broadcast from Ramble West during the Devastation Suds re-release party from 3pm to 6pm. This will be on Friday 13 February.

--Emmanuelle thanks Leah for sending the outreach team to the MLK event and asks about any feedback. Leah received feedback from the volunteers that there was not a lot of traffic to the information booth. Leah feels it is a worthwhile event for the station to be involved in- it did well on social media. She recommends that we research being a media sponsor next year. Shelby points out that there are several Black History Month events that happen annually.

--Laura asks Leah to let her know the response she receives whenever she reaches out to Tri-Counties regarding sponsoring the Touch. Leah reported that her contact at Tri-Counties, Sarah, was going to bring this to their Board. She also reached out to Inter West Insurance who politely declined participating.

3.2 Committee Reports (including Strategic Plan Updates)

3.2.1. Community Advisory Board (CAB)- Laura Lukes

-Submitted prior to meeting.

-Laura thanks Grant for attending the meeting. She thinks there are some fairly good candidates for Board Members but notes that there's not a lot of diversity on the CAB.

3.2.2. Executive Committee- Laura Lukes

--Submitted prior to meeting.

--Mary thanks everyone for filling out the survey.

3.2.3. Fundraising Committee- Grant Parks

--Report submitted prior to meeting.

--Spring Pledge Drive will begin on 8 April.

3.2.4 Grant Subcommittee- Grant Parks

--Report submitted prior to meeting.

--The Teichert Foundation application was submitted. We asked for \$7,000 to continue more podcast initiatives. We will not receive any notifications about this application until after the new fiscal year.

--Julie asks about the warm lead with Tri-Counties- do we want to ask them to sponsor Beats and Brews if we are going to be switching banks? Grant says that we will ask them.

3.2.5. News Advisory Committee- David Fuhs

--Report submitted prior to meeting.

--Hopriana has been a great addition to the News Program. They still need more local news stories from anyone who might have them.

3.2.6. Program Committee- Grant Parks

--Report submitted prior to meeting.

--Two Program Committee applications will be reviewed at the February meeting. They will also be discussing creating Community Calendar inclusion guidelines. Grant will be giving a presentation on automation.

--Laura asks where the Community Calendar inclusion guidelines will live. Grant: if they want to make it a policy, it will need to go into the Board Policy manual after Board approval. In the interim, it will be somewhere on the submission form and perhaps even on the auto-response.

--Emmanuelle asks about Devastation Suds. Grant explains that Devastation Suds is a beer that is brewed by Ramble West as a tribute to Sanjay. They will be donating 90.1% of all sales of Devastation Suds sold during the release party to the station. He will be there to try to encourage people to come join and buy the beer as carefully he can with regards to FCC regulations. Grant is trying to get Sanjay to make an appearance.

--David comments that the Program Committee hasn't had a quorum for the past several months. He advocates for the Committee recruiting more members rather than operating with the minimum number of members. With less members, they risk not having a quorum for functioning meetings. Mary suggests kicking members off who do not consistently show up.

--Laura explains that our Bylaws state that the Program Committee has between 7 to 9 members. Currently, there are 6 members on the Committee. David and Grant do not count.

--Josh asks if we will be recruiting for all of our Committees given that we approved the Board Recruitment Committee. Laura asks Grant what he would think of the Board recruiting members for the Program Committee. Grant says that this is not an uncommon practice. Laura will mention that there are Program Committee openings to the CAB.

3.2.7. Technology Advisory Committee (TAC)- Grant Parks

--No report was submitted.

--Grant reports that they have reviewed the scope of work that they will be putting into the RFP for the website. Final modifications to the scope of work will be made at the next meeting and from there Rob and Preston will be further developing the RFP.

--Mary reminds Grant that the TAC is only required to report once a year to the Board in March.

4. Matters for Discussion

4.1 Move funds from Tri-Counties to a different bank

--The accounts that are being discussed are our Tri Counties checking and savings accounts as well as the Member's First Credit Union checking and savings accounts.

--Shelby expresses that she feels that credit unions are preferable to banks. Emmanuelle agrees that a credit union could be a better option for us. Shelby adds that there are also community banks to consider. Shelby reiterates that the main reason she's concerned about this is a concern over where our money goes and alignment with KZFR's values. Shelby would love to hear from everyone what they would like to see from the Investment Committee- people can reach out to her with their thoughts, questions, and concerns.

--Diane is a big proponent for Golden Valley. They offer online banking. They are locally oriented and take much better care of their business clients in her experience. She does not think it's necessary to move funds out of our Member's First unless we find better rates elsewhere.

--Eric suggests that perhaps if we were to consolidate our two separate accounts into one we could get offered better rates. Eric would like to see us have a banking partner that supports KZFR in our future endeavors with underwriting and partnering with us in events, etc.

--Grant shares that he and Laura want to meet with one or two more banks- once they do this, they should have a better idea of which direction to go in.

--Laura would like Shelby and the Investment Committee to rank these banking institutions and make a recommendation to the Board.

5. Meeting Finalization

5.1 Review Items for next BOD Agenda: No action items at March meeting. The transfer of funds from Tri-Counties to a different bank will be a discussion item at March meeting.

5.2 Meeting Close/Thank You

Next meeting will be 10 March 2026 at 6:00 PM via Zoom.

Meeting minutes respectfully submitted by S. McCoy