

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

Board Meeting Date: 13 January 2026

Location: Virtual Meeting

Commencement Time: 6:04 pm

Meeting Open-6:04 pm/Meeting Closed 7:40 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. – Shelby Hebert

Seconded- Julie Kennedy

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Emmanuelle Sainte

1.3 Amend/Approve Previous Minutes**1.3.1. December 2025 Minutes****Discussion:**

Julie was not listed on the attendance.

Action: Motion to approve December 2025 minutes as amended. – Mary Tribbey

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 November 2025 Financials****Discussion:**

--Diane notes that she is still in the process of doing journal entries and that this could affect some of the numbers shown on the report. If anyone has questions, they can email her. Specifically, furniture and fixtures accounts may be affected- needed to do some entries to adjust for FY 2024 and for FY 2025.

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

Seconded- Shelby Hebert

Roll Call Vote:

Ayes: All

Noes: None

Abstain: None

Absent: Emmanuelle Sainte

1.5 Public Input/Correspondence

Discussion:

--Grant reports that we received feedback from a listener expressing that Smiley's show, Cultural Roots of Atzlan, should start earlier in the evening. Another listener reported that a programmer played a song with a fleeting expletive in it. These will be discussed at the Program Committee meeting.

--Shelby reports that we received an email from someone expressing interest in promoting their wrestling podcast. Laura will forward this to Grant. Someone also emailed the Board requesting a recording of an episode of Peace and Social Justice. It was past the archive date. Shelby asks if we have access to these older episodes and if we can share these with listeners. Grant: we do have access but there's a Digital Millennium Copyright Act that has to do with sharing and providing people content of broadcasts that are over 2 weeks old that contain copyrighted material. Shirley can take these on a case-by-case basis and sometimes crop out just the interview portions. Grant points out that he and the staff do not receive any emails addressed to board@kzfr.org. Shelby will pass this email along to Grant and Shirley.

1.6 Meeting Notices and Announcements

Community Advisory Board (CAB): 01/27/2026 via Zoom

Executive Committee: 02/03/2026 in person

Fundraising Committee: 01/20/2026 in person

Grant Writing Committee: 01/21/2026 via Zoom

News Committee: 01/20/2026 via Zoom

Program Committee (PC): 01/15/2026 via Zoom

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

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

BOD Event Cash Counts: (signups shown as of Thursday, January 8, 2026)

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

Count Date	Event	Signed Up	Need
TBD, Late Feb	Record Swap		1 person
Mon March 9	Alice DiMichele		1 person
Mon May 26	Folk Fest		1 person
Mon June 15	Beats & Brews		1 person
Mon Sept 14 (tentative)	Touch of Chico		1 person

--Julie asks if we have a date and location for the Record Swap. We are trying to hold this at the library again. Grant and Leah are waiting to hear from Jake about a date to try to secure the library for. Laura asks if there's a backup location since the library is often difficult to reserve. Most Sundays are wide open in February so Leah is not worried about this yet.

2. Action Items- NONE

3. Staff and Committee Updates

3.1 Staff Reports

3.1.1. GM Report- Grant Parks

--Submitted prior to meeting.

--Julie asks about the intern, Hopriana. Hopriana reached out to us seeking a work experience internship. Grant met with her in person and approved her for the internship. She will be doing her onboarding Friday 16 January. Her position will be a News and Audio Production intern tasked with providing 2 news stories to Zephyr News per week, 1 promo and PSA and 1 sound imaging file. This will be a 6-month internship. We will have 26 new promos and 26 sound images to put into our automation system and our broadcast playback to add more sound diversity. Shelby is at the station every week and offers that she is available to record any promos we might need.

--Grant reports that he also interviewed a Calpoly journalism student about a summer internship. Grant will have her submit stories for the Zephyr News program.

3.1.2. Underwriting Report- Ray Laager

--Submitted prior to meeting.

--Julie asks if Ray is feeling discouraged since our underwriting has seemingly decreased compared to the same time last year. Ray: keep promoting KZFR. No new underwriters for 2 months is disturbing. We have some new underwriters coming on in January. He has heard from numerous people that they are hesitant to support us for fear of losing their own clientele. This is not necessarily a new response.

--A lot of new potential underwriters are coming from Ray's BNI networking group. There are two chapters in town and Ray visits both. Ray has some very good information to take to the Fundraising Committee regarding some grant opportunities.

--Shelby asks if there's been discussion in Ray's BNI groups about the general decrease in giving. Ray: there's a big shift going on. The institutions are feeling this, as well. In the current atmosphere, people are realizing that we need to be supported.

3.1.3 Volunteer Coordinator Report- Leah McKean

--Submitted prior to meeting.

--Shelby asks if there's been any discussion regarding planning the Record Swap for a little later on. Is a month enough time to promote? Leah: we usually like to have approximately 8 weeks to promote. It could possibly get pushed into March.

--Mary asks what happens when programmers are unable to fulfill their volunteer hours' requirement. Leah explains that most programmers are able to fulfill them, get very close, or go way above and beyond. There's about a dozen who always struggle. There's not really any consequences, but they do hear from Leah more frequently. She has more conversations about what they can do to fulfill their hours. David comments that it was a lot easier to volunteer hours when we were doing events more frequently. Leah points out that most people who fulfilled their hours this last year gave a lot of time during Pledge drives or by doing community outreach.

--Julie gives Leah kudos for her preemptive planning to make sure we had more live programming during the holidays. Shelby asks if Leah got the sense that the programmers did this gladly or if they felt pressure. One or two seemed to have been planning to skip their shows but they came through. For those who really needed the day off, Leah found them substitutes. Most programmers seemed to be more appreciative that we were paying more attention. This went well and it sounded great!

--Laura asks what a good click rate goal would be. Leah: for non-profits, 2-4%. Leah would like our newsletters to generate more traffic for our website and for our social media. She's trying to find ways to make our newsletters more interesting. Shelby asks how our open rates compare. Our open rates are fine. We're usually at industry average or above.

3.2 Committee Reports (including Strategic Plan Updates)

3.2.1. Community Advisory Board (CAB)- Laura Lukes

-Has not met since last BOD meeting.

-Board recruitment will be on the agenda. Grant will be a guest speaker.

3.2.2. Executive Committee- Laura Lukes

--Submitted prior to meeting.

--Mary briefly discusses Survey Monkey which has reduced the number of allowed responses on the free version. You can only view 10 responses for free. It would have been approx. \$300 to view more responses. 11 people responded- 4 staff members and 5 board members. 1 person did not select their role. Mary will be resending the link- if we've already completed it, ignore this.

3.2.3. Fundraising Committee- Grant Parks

--Report submitted prior to meeting.

--Spring Pledge Drive is tentatively scheduled to begin 8 April. Beats and Brews is scheduled for 13 June. Grant emailed 8 of the beer vendors who participated last year and 3 responded that they are interested in participating again. Julie expresses concern over raising the ticket price for Beats and Brews. Shelby comments that not using the outdoor space at the venue is a missed opportunity. Josh shares that he feels the venue isn't very well known. It being a church initially feels strange.

3.2.4 Grant Subcommittee- Grant Parks

--Report submitted prior to meeting.

--Grant reports that we were approved for the California Arts Council grant. We should be receiving our check sometime between late January to March.

--Julie asks about the Discovery Shoppe- they are requiring a new application. She asks if this is something she will need to get or if Mary is handling this. Mary: according to the woman in charge, Julie should keep in touch with her contact there. She will give Julie the application to fill out and Julie will give it back to her to present to the Discovery Shoppe. Julie will talk to Linda, her Discovery Shoppe contact person.

3.2.5. News Advisory Committee- David Fuhs

--No report was submitted.

--The Committee has not met in more than a month. The News show is on its 10th week. The ongoing problem has been getting enough content each week. Stephen Tchudi submitted a portion of a recent Ecotopia broadcast. David expects to have more content from him. The news show also aired its first Sacramento Observer segment. Need content! David points out that they could also use help with reporting on City Council and County Board of Supervisors meetings.

--Shelby suggests that the Zephyr News program draft a one-pager request for stories to be emailed out to all the different non-profits in the County. David can draft something like this.

--Mary asks why the deadline (Wednesdays by noon) has to be so early. David explains that they like to have it finalized by Wednesday night so that Trevor can put it into the shared drive.

3.2.6. Program Committee- Grant Parks

--No report was submitted. There was not a quorum present at the last Program Committee meeting.

--Mary asks which organizations won the Chico Speaks opportunity. Grant: MONCA, Black Resiliency Project, GameAmp Play, and the Chico Arts Center.

3.2.7. Technology Advisory Committee (TAC)- Grant Parks

--No report was submitted.

4. Matters for Discussion

4.1 BOD Recruitment

--The Board currently has 9 members. The minimum number we can have according to our Bylaws is 7 members. The Executive Committee is discussing creating a Recruitment Committee looking for certain skills and talents in our Board members. If we know somebody who would be a good fit for the Board or if anyone is interested in being on a Recruitment Committee, email Laura. Laura hopes no one is planning on resigning, but if they are to please let her know as soon as possible.

--Applications are usually taken in May and interviews are held in June. Laura would like to start taking applications in April. Board meetings are open to potential Board members. Our next in-person meeting will be held in March.

--Emmanuelle expresses interest in the Recruitment Committee. Laura clarifies that this would be a short-term ad-hoc Committee.

--David thinks it would be a good idea to recruit more Board members. Ray: people who do development and networking would give us a broader reach into the community and other organizations. To have a Board member from a financial institution could be a great help to us. Shelby suggests that when we identify people with a skill set that we need, we lead with an informal Board invitation and follow up with an invite to be involved on a Committee. Having a targeted specific ask. Ray- ask them for a referral if they aren't interested themselves. Eric: if there's an opportunity to get more finance-savvy folks, we should recruit them.

4.2 Move Funds from Tri-Counties to a Different Bank

--Grant: we have had Tri-Counties provide us with a checking and savings account for a long time. The return percentage on our savings is very minimal. Their customer service is not very good and they have repeatedly turned down requests for sponsorships for us. We are considering moving our money out of Tri Counties and putting it into a Golden Valley or Members First account.

--Emmanuelle shares that she has heard that Golden Valley is very philanthropic. Diane agrees. She has worked with them before. She feels that they care more about their customers.

--Eric points out that if we want to be FDIC insured we can only have a quarter of a million dollars in any one location. We need to spread this out accordingly. He asks if we want to only look at banks or if we want to look at investment opportunities such as T-bills and bonds, etc. Laura notes that the balances of the 4 accounts we are discussing all amount to well under \$200,000.

--Ray suggests that we look into Bank of Montreal (BMO). He can set up an appointment with their manager and let them give us their proposal for what they can do. He also suggests Plumas Bank. Paul also vouches for BMO.

--Shelby has had good relationships with Plumas Bank and Self Help Credit Union. Leah adds that Self Help is a very socially conscious institution. Shelby would prefer we go with someone who is invested in the interests of our listenership.

--Mary suggests that we make it a goal to make our decision on this by the end of this fiscal year. She would like to see us vote on this decision in May.

--Shelby volunteers to draft a short comparative report on each of the institutions discussed: Golden Valley, Members 1st, BMO, Plumas Bank, and Self Help Credit Union. Ray points out that Members 1st has been bought out by Rogue Credit Union and are in a transition phase. Shelby will try to have this finished by the next Board meeting.

5. Meeting Finalization

5.1 Review Items for next BOD Agenda: No action items at February meeting. Board recruitment and Moving funds from Tri Counties will be discussion items at February meeting.

5.2 Meeting Close/Thank You

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

Meeting minutes respectfully submitted by S. McCoy

