

Golden Valley Community Broadcasters, Inc. KZFR
Community Radio Board of Directors December 10
, 2019

1. Meeting Opening

1.1 Call to Order – Mercedes at 6:04 pm Present: Nancy, LeAnn, Rob, Grant,

Ray, Rick, Jim, Steve, Mercedes, Paul and Phil Wilke (Guest from KCHO). **1.2**

Amend/Approve Agenda – Rob mentions 4.3 (wording to be discussed at

CAB meeting) **1.3 Previous minutes** - Rob motions to approve November minutes. Paul seconds

motion. All approved. Jim mentions bank account needs August minutes. (LeAnn Cooley submitted on 12/10 at 5:30 pm) Paul makes a motion to approve the August minutes to approve the August minutes. Rob seconds. **1.4 Public Input/ Comments (no public input)**

2. Announcements/Reports

2.1 Announcements

2.2.1 - Phil Wilke, General Manager at KCHO and past KZFR pledge drive volunteer, recommends two ideas for fundraising in hopes of co-branding with KZFR. In his experience, Trivia Games/Pub Quizzes are profitable. Teams of 2-4 people at \$50 per team. These events grossed about \$1,000 and after prize money was given, the profit was approximately \$700 for the night. Bar owners are supporting because of food and drinks sales are increased. Need sound equipment (or house PA) Paul is happy to write questions and host if needed. Two entities to publicize the events and split the proceeds.

The second idea is to have an annual sale of donated audio type products such as CDs, LPs, stereo equipment, instruments. Need to find a venue, tables & chairs. It's a lot of work and would require a bit of manpower to coordinate publicity, cash handling, etc. Ray offers to meet with Phil privately to continue discussion.

2.2 Staff Reports

2.2.1 Rick Filed the ownership forms for FCC to show that the station runs approximately 12-15 hours of public affairs programming per week. Lets the FCC now that we are non commercial radio station. New propane supplier at site because cost was too high. Tri-flame offers propane at \$2.05 per gallon. Rick and Grant will be doing vacations. If they are not in building, Leah will handle answering phones. Joe Craven show was a hit. 165 people showed up. Darryl Scott had 110 people in attendance. Jonathan Richman show made money. Rick offers KZFR holiday party

tickets and requests that we pass them out. **2.2.2** Grant sent report on Monday. Pledge drive reorder of hoodies. Has about 20 more items to package up. Fundraising: Hannah Jane Kyle, Brothers Comatose, Front Country . Pending info on Touch of Chico, Joe Craven, Darryl Scott. Next meeting will have updates. Tech / Web: Travis has completed a new server to house and recording everything that are going through the stream. Archive recording will be more reliable. Working on left and right audio output balance as it goes out to transmitter. Popping sound is happening. Working on finding solution. May need to do some rewiring as it has been 10 years since it has been addressed. Working on coordinating a volunteer cleanup day in February. Paint touch up, trips to the dump. Grant and Leah are working on a 2020 Calendar as an end of the year fund raiser. Paul asks about backup and writing a generator into the grant. Discussed purchasing it possibly having someone install it possibly on the roof.

2.2.3 Ray says we are \$20 shy of breaking even. Long-term recovery group meetings have 60-120 people in attendance. Lots of churches. Alot of Chico State people. Ray pitches KZFR calender at meetings.

2.3 Treasurer's Report. Jim says about a year ago lost bookkeeper. Went for

several months without being able to provide a report because everything was not reconciled. With the bookkeeper in training and no auditor it has been a struggle. Things are good, just not precise. George Jackson is working with Dolly to straighten things out and resolve the issues. The changes are good and we are on the right track. Jim discusses balance sheet differences and how it went up from last fiscal year because of how data was keeping track of payments. It has caused everything to change. Bottom line is that assets and liabilities are not matching month to month because of the transition of journal entries. Jim wants us to be comforted because everything has been changed over the last year and invites anyone to get with him personally for details. Reports will be more precise very soon.

2.4 Committee Reports

2.4.1 Programming Committee. Rick says committee met last week. Senior Felipe requested to move his show to Tues to Wednesday. Committee approves. LA Sounds will go on Wed from 3-5 pm. American Pastime Tues 7:30 to 10 pm. Ecotopia 5-6 pm Tuesday. Starts 1/7/2020. One American Pastime host is going drop out. Screen saver messages and instructional videos will be on the desktop. Next meeting 1/6/2020. **2.4.2** **Fundraising** Committee. Courtney and Bobbi not in attendance. Paul says there was not alot to discuss. Went over the Butte Strong grant request. He sent out and only received feedback from Sarah. Next meeting will be in February. Paul would like to move forward with grant request. Need instruction from board so he can create the 3rd draft. There is no particular deadline for this fund. He believes we should prepare a request for

proposal with board instruction. Board instructs for Paul to submit draft for RFP. **2.4.3 Document Review** Committee Rob says the committee has met twice over the last month. Focusing of bylaws and ratio of programmers to non programmers on the board. They are working on language and still need to resolve. Also met do discuss diversity statement. Meeting again in February. Members will read over several documents, employee handbook, board polity manual, programmer handbook and bylaws. Looking for discrepancies.

3 Diversity Statement Review. Rob sent draft. Committee approved draft to bring to board. Need to update it for the CPB grant. Mercedes mentions the word gender takes place twice. Where “gender” is listed first, it should be changed to “sex.” Also suggests last paragraph reads at least once per year. Paul suggests having a lawyer to review. Rick will send to Greg, our legal contact. Paul makes a motion to accept the document with amendments, second by Steve. All in favor in accepting the current diversity statement as put forth by Rob with noted changes.

3.1 Rob says CAB will meet on 12/19 from 6-7 pm in room 416. No other board member should attend so we do not discourage open discussion . Rob will record.

3.2 Bank signatures. Board will check meeting notes. Executive committee and Rick will pick a date within the next two weeks.

3.3 CSG Annual training requirement. Jim, Dolly, George Jackson will handle webinar. Deadline was Nov 30. Extended to Jan 15th

3.5 Sign ups for events. Holiday Party needs sign ups. New Years only needs sign ups for bar and cleanup.

4. Action Items

4.1 We need a couple on program committee. Could use community members. Grant to send out in next newsletter.

4.2 Arc Gift Wrapping event at Chico Mall discussed. Going on until Christmas Eve. Mercedes will get in touch with Ray for details and if it’s open to the community maybe a promotion would be good.

Misc: Paul announces that he has a job that will take him out of town through February. Requests that he attends remotely. Board approves the idea. Paul will try to work it out.

5. Meeting Finalization

5.1 approving the August minutes. Go through the August, Sept, Oct minutes to make sure language is correct to take to the bank. Ray will meet with Phil Wilke to discuss fund raiser ideas. Document Committee will review governing documents before February's meeting.

Meeting ended at 7:34 pm.