

MENDOCINO COUNTY PUBLIC BROADCASTING

Board of Directors Meeting

August 25, 2026 - 5 PM via Zoom

Meeting ID: 861 6178 0759

MINUTES

A CALL TO ORDER 5:01 PM

Directors Present: JZ, MS, MG, KO, KW, MK, CW, ER

Directors Absent: None

Also in attendance: GM/OD Andre de Channes

Members of the public in attendance: Jim Beatty, Liz Helechild, Katherine Cole, Kristi Ross

B AGENDA APPROVAL Motion by KO 2nd MK Passed unanimously

Correction to the minutes by Treasurer Golden Pull Item G1. Director Ottoboni said she has not seen July 2026 minutes.

C PUBLIC EXPRESSION

- Jim Beatty missed there being any comments or announcement notices regarding upcoming BOD meetings. BOD agenda used to be posted on the KZYX website. Agendas have been posted late. GM de Channes said that we will have promos for the meeting on air.
- Liz Helenchild acknowledging results of the survey. Was not aware of the survey deadline. Thought it could be better content. GM de Channes said it was mailed to 3k people. Results of the survey are posted on the home page and FB.
- Liz Helechild said we should not count on listeners being on line or on the KZYX website. Important to have issues on the air as much as possible.
- Jim Beatty acknowledges the event gathering at the brewery.

D REPORTS FROM COMMITTEES

D.1 Finance Committee – Mary Golden, Treasurer

- July 2026 results total operating income reached \$90k. Surpassed budget by \$28k
- Savings Bank Operations Checking \$211,534.78
- Savings Bank Concert Checking \$28,770.59
- Savings Bank Building Fund Checking \$81,590.23
- Raymond James Operations Savings \$250,482.63
- Raymond James Operations Investment \$199,999.96
- Raymond James Building Savings \$224,161.06
- Redwood Credit Union Savings \$2,001.93
- Schwab Brokerage Account: \$25,238.39
- Operating expenses reached \$44k. \$13k less than budget
- Revenue membership exceeded budget by \$9k
- Donations \$50k single donation restricted to the news department.
- Vehicle donations missed target \$1k
- Director Wilder questioned what type of vehicle donations are taken. Must be able to be towed.
- Underwriting department
- Events missed target. \$0 revenue booked.
- Building fund booked \$31k in July
- GM de Channes questioned the budget timing for events.
- New investment account has earned \$855 in just three weeks

D.2 Executive Committee – Jeff Zolitor, President

- No EC meeting held last month as EC members were away

D.3 Building Fund & Development Committee – Director Marc Komer, Chair

- Reviewed progress and goals of the committee
- Reviewed upcoming high value donors fundraising event in October 25th in Caspar. Inviting 45 people.
- Goal is to raise \$100k
- Reviewed recent training provided to BOD by Meagan Demitz
- Next week will kick off calling of potential donors.
- 60 days estimated before out construction funds will be exhausted.
- Director Wilder questioned date of fundraising event.

D.4 Building Project – Director Mark Spindler, Building Advisory Group Chair

- The following is your August 2026 Building Project Status Update as provided by our project manager, Alexis Vincent.
- The ADA parking space and path of travel are next to be poured.
- New ADA front door is ordered and should be installed within the next month. A ramp (or other solution) will need to be built up to the entrance in the breezeway to achieve ADA % grade compliance.
- New perimeter sidewalks on the northern side (Stephenson Street) of the parcel and new ADA curb cuts are required as we push forward to get signed off on our conditions of approval and to finally gain occupancy of the site.
- Site landscaping irrigation system needs to be installed and tested as well. The valves in the front are now there, but the rest of the system still needs to be installed. A fall planting is the goal. Preparing the site will require compost, cardboard (for weed control) and mulch to be spread over all zones, rain gardens and otherwise landscaped areas. There is an approved landscaping plan that is part of the conditional permit. Downspouts have been routed under the concrete sidewalk to feed the courtyard landscaping with rain run-off.
- The new generator is another item that the organization has raised “restricted funding” for. This is money we can’t spend in any other way, so our PM is working on getting that piece moving forward. Including working with Wipf construction and local PG&E engineers to have our underground delivery pressure increased to accommodate the new 38kW load. Also, a separate permit application to the City of Ukiah is required before we install it.
- Sack Concrete will start doing the concrete work on the inner parameter of the West Clay Street studio with the ADA walkways, generator pad and driveway apron.
- The parking lot electrical and grounding system are also in progress.
- Signage for the site is under development. A separate signage permit is required.
- Bicycle rack order is pending and awaiting scheduling of delivery. Providing bicycle parking is also part of our conditions of approval and an essential ingredient of our total parking plan.
- Treasurer Golden questioned how the down spout run off will work. Will be done by grading.
- President Zolitor questioned if we have retained a landscaper to put in the landscaping. Is it a contract? GM de Channes said yes, one has been retained but is not under a contract.
- Director komer questioned if we are responsible for sidewalks down to Stephenson. Answer is yes per GM de Channes.
- Secretary Spindler restated that he can approach the ag department at Mendocino College for potential donations of materials and labor. Need plans to share with Mendocino College.

E REPORTS FROM STAFF

E.1 General Manager/Operations Director – Andre de Channes

OPERATIONS EQUIPMENT & PROGRAMMING

- No major outages since June 24th

- Working on adding underwriting spots to weekday music shows, which is 10 spots per week. If sold, this underwriting could potentially bring in about \$14,000 per year.
- A programmer recruiting event for Music Programmers and Public Affairs Programmers was held at the Talmage studio which was standing room only. A number of public affairs and music programmers are currently being trained.

ADMINISTRATION

- Membership Coordinator has been hired
- Low impact Summer Fund Raising Drive upcoming. Goal is \$20k rather than original \$40k ask.
- Looking for more low impact drives versus full format pledge drives
- Using new CRM at the backend of the Summer Fund Drive. Now is Neon 1. Funds go directly to KZYX.
- I have had a number of meetings with the company that is handling our database migration and have made great progress. We just had a meeting today that included Mary and Meagan to discuss the import strategy of laying out the schema that we will be following for importing the data.
- 4Sight database migration meetings
- Meeting with NEON1 with database engineer to refine data migration process
- Our listener survey is done; we had 190 respondents. Survey was restricted to on line access. Tracks closely with previous survey. Looking at programming changes to be made based on listener responses.
- KLLK acquisition process is moving forward. FCC attorney has been engaged. Not sure of the duration of the process to complete acquisition.
- Had production meeting with programmers at Anderson Valley Brewing
- Will do an additional date at the Anderson Valley Brewing possible fund-raising event
- Treasurer Golden questioned what happens to website when membership drive ends
- Have postponed the “KZYX Goes to Paris” concert at Space Theater. Will re-schedule for Spring 2027.
- Director Russell questioned the change in programming will result in programmers not having air time. GM de Channes clarified that programming is being re-arranged with possible different time slots.

F COMMUNITY ADVISORY BOARD LIAISON REPORT

F.1 Presentation of CAB Mission Statement - Mark Komer, CAB Liaison

Motion to support the CAB Mission Statement and Key Roles and Responsibilities

- Review of CAB Mission Statement.
- Motion to accept by MK 2nd MG Passed unanimously
- Jim Beatty commented on the process of developing the CAB mission statement

G CONSENT CALENDAR

G.1 Approval of July 2026 Minutes

G.2 Approval of July 2026 Financial Reports

G.3 Adoption of the Board-Staff Communication and Resource Policy

Motion by KO 2nd MK Passed unanimously.

- Director Wilder commented about boundaries memo

H CONDUCT OF BUSINESS

None

I MATTERS FROM BOARD MEMBERS

- President Zolitor reviewed the 2nd Annual KZYX Summer Music Festival. Last call for volunteers, raffle and auction items, and cakes.

J ANNOUNCEMENT OF NEXT MEETING: Tuesday, September 29, 2026, 5 PM via Zoom

K ADJOURN 5:50 PM