

TRENT RADIO ANNUAL GENERAL MEETING

25 NOVEMBER 2001

MINUTES OF THE ANNUAL GENERAL MEETING held at the Peter Robinson College "Squash Court" George Street North, Peterborough, Ontario, 25 November at 2pm.

P R E S E N T: Emily Addison, John Muir, Barb Woolner, Glen Caradus, Miriam Stucky, Neal Simard, Al Kirkcaldy, Nick Currie, Laura Farina, William Bain, Paul Cleveland, Kim Fielding, Anne Stevenson, Ellen Waterman and Ryder Ziola.

R E G R E T S: Nammi Poorooshasb.

Notice of this Meeting having been duly posted according to the Bylaws of the Corporation on the 13th day of November 2001, a copy of said Notice being attached to the Minutes of this Meeting, and a quorum of the Membership being present in person, the meeting was called to order and declared duly constituted with Emily Addison, President of the Corporation, acting as Chair, and Neal Simard acting as Secretary of the meeting.

A proposed agenda was distributed with the Annual Report, and with some amendments, was agreed upon.

Introductions were made for those present.

The minutes of the previous Annual General Meeting were read by the Membership present.

UPON A MOTION duly made, seconded and carried, the minutes of the last meeting of members held on the 19 November 2000 were approved.

Then followed the presentation of the Annual Report of the Corporation, including reports of the following Committees, Staff and Officers;

Social Convener's Report - Emily Addison on behalf of Darryl Leroux (see attached)

Publicity Report - Emily Addison on behalf of Reuben Mann (see attached)

Communications Report - Miriam Stucky (see attached)

Membership and Fundraising Report - John Muir (see attached)

As well as the written report, it was noted that there are concerns that some monies for student membership fees may not have been received from the university within approximately the past five years. This will continue to be 'looked into'.

Sponsorship and Earned Revenue Report - Al Kirkcaldy (see attached)

Physical Plant Report - Glen Caradus (see attached)

Ways and Means Report - Emily Addison (see attached)

"Studio C" Project Report - Miriam Stucky (see attached)

Programme Director's Report - Barb Woolner (see attached)

Along with the written report, it was noted that programming continues to become stronger and stronger, as do programme proposals. Part of the change this year may be due to the new programming proposal form.

It was also noted that students had less flexibility in their schedules this fall which required a change in schedule layout. This may be related due to the fact that less students have classes downtown and therefore cannot 'drop by' as easily between classes to do a show.

General Manager's Report - John Muir (see attached)

Relating to the written report, it was noted Trent Radio might be 'Trent University's representative' on the TISA Heritage Canada digital ingest project.

A thank you was also made to Joan and John Reeves who spoke on Trent Radio's behalf at the Ontario Municipal Board Hearing while the General Manager was at CHMA in New Brunswick this fall helping out that station.

It was also noted that Trent Radio has a new Bookkeeper as the previous Bookkeeper had to withdraw for health reasons. The new Bookkeeper and the General Manager have meetings booked into May.

President's Report - Emily Addison (see attached)

Relating to the written report, the President stressed the overwhelming positive year that Trent Radio experienced due to Managing and Programming leadership. Only one such example was the General Manager receiving a place in Peterborough's Pathway to Fame under 'community betterment'. The President thanked both the past year's Board as well as Trent Radio's staff for their wonderful work in making a very successful year.

Discussion followed.

UPON A MOTION duly made, seconded and carried, it was resolved that the Annual Report be accepted as presented.

Presentation of the Financial Statements for one year ended 31 August 2001 with an Independent Financial Review.

The Financial Review was presented for the corporation for the fiscal year ended 31 August 2001, as prepared by McColl Turner Chartered Accountants, the auditors of the Corporation, consisting of a statement of the Financial Position, a Schedule of Changes of Net Assets, a Statement of Operations, a Statement of Changes in Cash Position, and Notes to the Financial Statements - dated 14 November 2001.

Discussion followed. It was noted that past student levy numbers were continuing to be investigated by the Trent Central Student Association and Trent Radio will be kept apprised of the situation as it progresses. There was also a question of whether Trent Radio had a plan for optimum sizing of the entire operation and it was noted that the "Studio C" Committee was in the process of considering this as part of its mandate. Relating to that point, it was noted that Trent Radio has overlying philosophies 'built into it' such as its Aims and Objectives, By-laws, CRTC Regulations, etc. which have guided it well in the past and to which it must adhere.

It was also significantly noted that two long term debts were paid off this year - the National Trust Company first mortgage loan, and the Bank of Montreal demand loan - at the expense of employment contract obligations. This means that Trent Radio no longer owes any external entity monies other than the contract obligation. It was suggested that, with the complete payment of these two long-term debts, contract obligations could be rightfully honoured in coming years.

It was noted that volunteers contribute a significant number of hours per year (opinions vary, however, 25,000 hours per year would be a conservative estimate) to assist Trent Radio in carrying on its activities. Nevertheless, because of the difficulty of determining their fair value, contributed services are not recognised in the financial statements of the corporation.

It was noted that the staff at Trent Radio is valuable and that salary structure should be examined in the next year or two. This came to especial light when it was noted that all salaries paid by Trent Radio (to its' two full time employees, all of the OSWP positions and to the summer programme coordinator) combined, is approximately a third of what the top position at Trent is paid!]

UPON A MOTION duly made, seconded and carried, the previously cited Financial Statements of the Corporation for the fiscal year ended 31 August 2001, consisting of a statement of the Financial Position, a Schedule of Changes of Net Assets, a Statement of Operations, a Statement of Changes in Cash Position, and Notes to the Financial Statements, as prepared by McColl Turner Chartered Accountants, the auditors of the Corporation, dated 14 November 2001 - were approved.

Motion to confirm all resolutions of the Board.

All Board Minutes since the previous AGM were made available to the Membership at the meeting, in addition to being available to the general public on the Trent Radio website throughout the year.

UPON A MOTION duly made, seconded and carried, it was resolved that all resolutions and acts of the Board since the last AGM held on 19 November 2000 as set out in the Minutes of Directors and the Corporation or in the Annual Report of the Corporation submitted to this meeting were approved and confirmed by the Membership.

Report of the Nominating Committee and Election of the Directors

The President reported that, as provided by the bylaws of Trent Radio, the Nominating Committee had brought forward the names of seven Nominees for consideration by the Membership to fill the seven vacancies of the Board.

Acting on behalf of the Secretary, the General Manager reported that no other nominations had been received, as provided by the bylaws of the corporation.

The President reminded the Members that the bylaws of Trent Radio provided that:

"Members of the Board of Directors shall be at all times, Canadian citizens, except when seen to be of exceptional benefit to Trent Radio and its direction, and an application for their membership is made to the Government of Canada. A majority of the Board shall be enrolled students of Trent University. Board members must be eighteen years of age or older."

The President reported that all Nominees are Canadian citizens, and have achieved the age requirements and that a majority of the nominees were enrolled as students at Trent University.

The Nominees then introduced themselves.

UPON A MOTION duly made, seconded and carried unanimously it was resolved that the report of the Nomination Committee be accepted and that the Nominees presented, namely;

Emily Addison, Laura Farina, Kim Fielding, Al Kirkcaldy, Anne Stevenson, Ellen Waterman & Ryder Ziola,

be appointed to the Board of Directors of the Corporation and shall be considered duly elected to represent the Corporation and to hold office until next annual election of Directors subject to provisions and bylaws of the Corporation.

Any other business:

UPON A MOTION duly made, seconded and carried the reappointment of McColl Turner Chartered Accountants, to continue as the Corporations auditors was approved.

It was noted that the Radio Marathon, along with the End of Season gathering and a mortgage burning party will occur 14 December 2001.

There being no further business the Annual General Meeting of Members was adjourned.

Emily Addison - President

Neal Simard - Secretary