

**TRENT RADIO BoD AGENDA**  
**27 September 2004 @ 5:30pm**  
**Trent Radio House Studio C**

01. Approval of Previous Minutes - 30 August 2004
02. Business Arising
  - Summer Camp Report for next meeting
03. Committees ... who does what (previously)
  - Audio Soup &c - GM & PD & TBA
  - Board Development - Chair
  - Fundraising & Membership - Kim Fielding(c), L Paluck, J Dabros
  - Liason TU & TCSA - [President]
  - Nominating Committee - Prez /w BoD & PD
  - Physical Plant & Technical - [GM]
  - Programming - Laurel Paluck
  - Publicity / Trout Rodeo - Laurel Paluck
  - Social Convenor - TBA
  - Sponsorship & Earned Revenue - Al Kirkcaldy
  - Studio C - PM & GM
  - Summer Radio Camp - James Kerr
04. Operations Report (JK Muir)
  - Programme Directors Preliminary Report (see attached)
05. Any Other Business
06. Setting Next BoD meeting
07. Adjournment

MINUTES OF THE BOARD OF DIRECTORS MEETING held on Monday, 30 August 2004 at StudioC, Trent Radio House, 715 George Street North, Peterborough, Ontario.

P R E S E N T: Al Kirkcaldy, James Kerr, Kim Fielding and Kristine Williams

R E G R E T S: none

Also present: John Muir, General Manager  
Laurel Paluck, Programme Director  
Karolyn Newby

Notice of this meeting having been made to all the Directors, and a majority being present, the meeting was declared duly constituted and called to order at 7:11 p.m., with James Kerr as acting as Chair and Kristine Williams as Secretary. An agenda was agreed upon and discussion followed.

01. The minutes of the previous Board meeting were presented.

UPON A MOTION duly made, seconded and carried unanimously, the minutes of the previous Board of Directors' meetings, held on 19 April 2004, were approved as amended.

02. Business Arising

It was agreed that a thank you should be sent out to previous Board Members.

03. Committee Reports

It was reported that the Folk Fest Fundraiser raised \$190 for Trent Radio.

Sponsorships: ideas/suggestions welcome

Laurel Paluck has some ideas

"Have You Seen?" might be interested

Red Dog is now a precarious sponsorship

Studio C: possible recording of a band as an added source of revenue;  
suggested date first reading week (Oct04)

UPON A MOTION duly made, seconded, and carried unanimously the committee reports were accepted as presented.

Operations Report - GM

20 weeks support from HRDC for SCPs: 16 week placement for SPC, 8 weeks for TIC (Tourist Info Coordinator), and 8 weeks for Fundraising and Sponsorship Support

Tourist Information Coordinator (TIC): "enhanced" Smooth Operator - community announcements with the addition of in-depth interviews. The fundraising position expense was about \$2,400, and brought in about \$3,500

Antenna/Transmitter replacement: By year-end 31st August, \$18,000 has been raised towards the anticipated expenditure of \$60,000. At year end, disbursements for this project were about \$36,000, with the other \$18,000 coming from operating revenues. Once the current Trillium grant is finished, we will apply for capital funding.

The telephone system fell apart and was replaced for \$2,500

The Board will receive a budget for consideration at the end of October 2004.

Summer Operations Report - SPC Emily McClung

Highlights: for next year: the TIC position is definitely recommended for next year, while the Fundraising & Sponsorship position should be better organised throughout the academic year in preparation for next summer.

It was noted that the Summer Operations reports were very well-written

UPON A MOTION duly made, seconded and carried unanimously, the Operations Reports were accepted.

Other Business

The Chair brought forward names for the Board to consider for appointment to the Board. Discussion followed,

UPON A MOTION duly made, seconded and carried unanimously, Karolyn Newby, Anne Stephenson & Gord deVilliers were appointed to the Board until the next Annual General Meeting.

Summer Radio Camp - A written report pending

Jill Staveley, Yvonne Lai, & John Muir were thanked for their assistance at the 27 August 2004 Alumni event of the previous weekend; \$200 given from Alumni Assoc. to Trent Radio to supply and operation of sound equipment.

It was noted that the next Meeting is scheduled for 5:30pm on 27 Sep 2004, at StudioC, Trent Radio House

Meeting adjourned at 8:40pm

-----  
James Kerr, President & Chair

-----  
Kristine Williams, Secretary

## **PROGRAMME DIRECTOR'S PRELIMINARY REPORT, for BOARD Meeting 27 Sept 2004**

Laurel Paluck, PD - This is a summary of more comprehensive report to follow

### **Outline of Report**

#### **September 2004**

- \* Pre season began Sept 06
- \* Radio Free Peterborough introduced
- \* Clubs and groups day at Trent U Sept 08
- \* Interviews and hiring of OWSP completed by Sept. 13
- \* Training OWSP completed Sept. 20
- \* Programme proposal deadline Sept. 17 noon with Committee
- \* Radio Workshop with Global Enviro 461 Sept. 23
- \* About 68 Programme Proposals were received before the deadline (17Sep04), with another dozen received since.
- \* Programmers interviewed and schedule formed Sept. 24
- \* Trent Radio joins Kawartha Studio Tour with Artist in Residence Brian Wagner Sept 25 & 26
- \* Fall Season began Sept. 27
- \* Head of Trent Open House with Sadleir House Oct. 1st & 2nd

### **PEOPLE POWER**

These wonderful folk are essential to our broadcasting.

#### **Operators Fall 2004**

Monday - am: tba, noon: tba, eve: Jess Dabros

Tuesday - am: tba, noon: tba, eve: Barry Boyce

Wednesday - am: tba, noon: John Muir eve: tba \*seeking evening spot

Thursday -am: tba, noon: tba, eve: James Kerr, Stephanie Cann

Friday -am: Leigh McDonald, noon: Yvonne Lai, eve: Chris McCurdy

Saturday- am: self support, eve: tba

Sunday- am: self support, eve: Gordon Devillers and Sarah McKillican

#### **Ontario Work Study Jobs**

Studio A Trainer - Angela Teske

Studio B and Digital Editing Trainer - John Mather

PD assistant Trout Rodeo Editor-Jessica Dabros

Music Archivist -Trevor Dunn

Spoken Word Archivist -Radha McAllister and Michelle Yee

Audio Drama Convener James Kerr

Physical Plant- tba

P.C.V.S. co-op Joe Fortin

#### **Trends so far....**

Local musician/artists profile Programmes

Canadian music Programmes

Local news coverage

Children and Youth produced Programmes

World music

#### **Extra Special Programming**

First Peoples Free Radio w/ Native Studies Dept.

Older Women's Network

Spanish collective

Euro Saturday nights

French Programming with Language Dept.

News collective with Niiti Simmonds

Mental Health Issues

**Goals for Fall 2004 From Spring 04 Report**

- \* All work study positions filled by Nov. 1
- \* Increase non-English Programming-dialogue w/ Modern Lang. Dept. underway
- \* Increase Trent Radio presence on Main Campus-more workshops on campus
- \* Increase Trent Radio presence in Community-more workshops in town
- \* Initiate collaborations with local Arts Orgs-join studio tour w/AGP
- \* Continue community profiles with Operators
- \* Increase communications with Operators-formalized and regular meetings
- \* Develop Programme exchange with other Canadian campus/community stations
- \* Increase First Nations Programming-dialogue with Native Studies Dept.
- \* Offer more workshops-broadcast skills, interviewing skills etc.
- \* Search out and implement innovative fundraising ideas

**New Projects Proposed for 04/05**

Listening Station in Operators room  
Fundraising Monthly events  
Sponsorships for Programmes

**P.D.'s Wish List**

More Operators!  
Early Morning Programmers

[end]