

TRENT RADIO BoD AGENDA
01 November 2004 @ 5pm
Trent Radio House Studio C

01. Approval of Previous Minutes - 27 September 2004
02. Business Arising: Budget deferred to the Board Meeting just prior to the Annual General Meeting.
03. Nominating Committee and 21 Nov 04 AGM Planning. (see attached)
04. Other Committees: No reports received.
Sponsorships are now running with copy for Canadian Tire to come.
05. Operations Report. (see attached)
06. Any Other Business
07. Adjournment

MINUTES OF THE BOARD OF DIRECTORS MEETING held on Monday, 27 September 2004 at StudioC, Trent Radio House, 715 George Street North, Peterborough, Ontario.

P R E S E N T: James Kerr, Kim Fielding, Karolyne Newby, Anne Stephenson,
Gord deVilliers & Kristine Williams

R E G R E T S: Al Kirkcaldy

Also present: John Muir, General Manager
Reuben Maan, Member

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 5:40 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 30 August 2004, were approved as presented.

02. Business Arising

It was noted that the Summer Camp report will be ready for the next meeting.

It was also noted that although Mr. Mann resigned as the Board in the spring of this year, the Board may wish to reappoint him until the next Annual General Meeting of Members. It was noted that he has resigned because he believed he would not be returning the Peterborough area after the summer.

An appointment would mean increasing the Board to a total of eight Directors, and bending the eligibility provision in the by-laws, such that a Director who resigns is not eligible to serve on the Board until one year has elapsed after their resignation.

UPON A MOTION duly made, seconded and carried unanimously, Reuben Maan was appointed to the Board until the next Annual General Meeting.

It was noted that;

- a) a transfer (payment for sound operations) from the Alumni Office should be on its way.
- b) a thank-you letter to previous Board members is almost ready.

At this time Members of the Board took an opportunity to re-introduce themselves for the benefit of others.

03 Committees: Personnel for the various committees was organised. With the following people responsible for the following committees

Board Development	- Chair
Fundraising	- Kim Fielding(c), L Paluck, J Dabros
Liaison TU & TCSA	- [President]
Membership	- [President & PD]
Nominating Committee	- President /w BoD & PD
Physical Plant & Technical	- [GM]
Programming	- [PD]
Publicity / Trout Rodeo	- [PD] & J Dabros
Social Convenor	- A Stevenson
Sponsorship & Earned Revenue	- A Kirkcaldy
Summer Radio Camp	- J Kerr

It was suggested that Trout Rodeo be started on earlier this year.

UPON A MOTION duly made, seconded and carried unanimously, the Committee was approved.

04 Operations Reports.

The General Manager presented the Programme Director's: preliminary report prepared and submitted the Programme Director, Laurel Paluck. (see attached)

Highlights include;

- a) Radio-Free Ptbo: a 24 hour web broadcast service. This is still being tweaked to fit Trent Radio's needs and preferences.
- b) Clubs & Groups Day: observations were made about bossy boys and shy girls.
- c) OWSP Physical Plant position is the only one not filled

It was suggested that Paul Delaney (Alumni in Res) may be interested and suitable for Monday morning programming.

UPON A MOTION duly made, seconded and carried unanimously, the Operations was approved.

05. Any Other Business: The need for Programme Promos was brought forward, and the desire of off air cuing of computer sound files.

06. Setting Next BoD meeting: Next Meeting: 18 October 2004 at 5pm

07. Adjournment: There being no further business the Meeting adjourned at 6:40pm

James Kerr, President & Chair

Kristine Williams, Secretary

[end]

Trent Radio BoD Meeting 01 Nov 2004 - Attachments

03. Nominating Committee and 21 Nov 04 AGM Planning. (see attached)

The PRCSA (Sadleir House) Library has been booked for Trent Radio from 1-6pm on Sunday, 21 November. The agenda for the day will be;

- 1pm The last Meeting of the old Board just prior to the AGM.
- 2pm The 2004 Annual General Meeting
- 4pm or twenty minutes after the end of the AGM, the first Meeting of the New Board.

TRENT RADIO Nominating Committee Policy passed by the Membership at the AGM November 2000:

Individual Eligibility:

Each Nominee MUST be;

1. Eighteen years of age or older, [CorpAct 286(4)]
2. And EITHER,
 - a) a student who shall be enrolled at Trent University at the time of the AGM, OR,
 - b) someone otherwise from the community at large.note that (a) and (b) are not mutually exclusive
3. And a Member of Trent Radio
 - a) at the time of their election, OR,
 - b) within ten (10) days thereafterand throughout their term of office. [CorpAct 286(1 & 2)]
4. And capable of conduct which is that of passionate disinterest, divesting themselves of self-interest or private advantage
5. And not normally employed by Trent Radio.

Group Eligibility:

1. Members of the Board SHALL be drawn from among
 - a) the student body of Trent University,
 - b) Trent Radio volunteers,
 - c) members of the community at large.and MAY include members drawn from Trent University [CRTC]
2. Members of the Board shall be at all times Canadian citizens [TRB normally resident in Canada, except when non-Canadian participation is seen to be of exceptional benefit to Trent Radio and is direction in which case; the President and not less than 80% of the members of the Board shall be Canadian citizens, and all members of the Board shall be normally resident in Canada. [Requirements of the Direction to the CRTC (Ineligibility of Non-Canadians) P.C. 997-486] & [TRB]
3. A majority of the Board shall be enrolled students of Trent University, at the time of their election or appointment. [TRB]
4. Taken together the Board shall be balanced at all times [CRTC] [TRB]

The Nominating Committee is charged with recruiting nominees who taken together reflect a balance of skills and aptitude, of experience and passion, of those who are instrumental and those who are thoughtful, without regard to sex, occupation, or any other characteristic prohibited by the Human Right Code of Canada.

Note: TRB refers to Trent Radio By-law #1

CorpAct refers to Corporations Act Revised Statutes of Ontario, 1990, Chapter C.38

CRTC refers to Public Notices, Decisions and other Policy as promulgated by the Canadian Radio-television and Telecommunications Commission or the Privy Council of Canada

[end]

05. Operations Report. For the BoD Meeting 01 Nov 04 prepared by John K Muir

- a) The President and the General Manager met with Trent Radio's auditor on 30 October 2004, to start this last fiscal year's financial review.
- b) The hard disk in the Trent Radio mail server failed on or about the morning of Saturday, 18 Oct 04.
- c) The problem has now been rectified thanks to the heroic efforts of Ken (Solo) Brown, who worked on the problem for about eight hour, until 2am Sunday morning and then again more later on.
- d) The Trent Radio stream has been "localised" thanks to the work of Steve McNabb who also working on radio Free Peterborough.
- e) Trout Rodeo should be coming out in time for the AGM. It has been delayed has the programming schedule was in flux for longer than usual this year.
- f) Trent Radio has made a funding application to CSIRP to bring broadcaster, Chris Brookes, to Peterborough for a story-making workshop scheduled for February 2005.
- g) An application has been made to HRDC for one year of funding under their "Job Creation Programme" scheme. We may not hear anything from them until January 2005.
- h) The Trillium grant final report is due now.
- i) A new storm window has been ordered (~\$125) for the upper apartment kitchen.
- j) A brief to the CRTC for a change in facilities should be prepared and sent before the end of November. In a related activity, Gary Hooper has been asked to pull together quotes from various broadcast suppliers.
- k) The programming theme for this year is; "Live, Local and Stream - Churn it Up"

06. Any Other Business

07. Adjournment
