

TRENT RADIO BoD AGENDA 29 January 2008 - 7:15pm

01. Chair's Opening Remarks and Agenda Approval
02. Presentation of Previous Minutes - 12 December 2007
03. Presentation of Financial Statements to 31 Dec 2007
04. Other Business
 - a) Thumbnail Operations Report
 - b) Planning for 12 Feb 08 Cabaret
 - c) Set date for Board Development Session
05. Adjournment

MINUTES OF THE BOARD OF DIRECTORS MEETING held on Wednesday, 12 December 2007, at Trent Radio House, 715 George Street North, Peterborough, Ontario.

P R E S E N T: Bryn Batton Wall, Vincent Bierworth, Meaghan Culkeen, Trevor Dunn, Dahn Mirabelli, and Steve McNabb (by telephone).

R E G R E T S: Christina Last.

Also present: John Muir, General Manager

01 Notice of this meeting having been made to all the Directors, and a majority being not being present, the meeting was declared duly constituted and called to order at 6:31pm, with Dahn Mirabelli acting as Chair, and John Muir acting as Secretary. An agenda was agreed upon and discussion followed.

02. The minutes of previous Board meetings were presented.

UPON A MOTION duly made, seconded and carried unanimously the minutes of the meetings held on 25 Nov 2007 were approved as presented.

03. Availability: Discussion followed about each Board Member's availability over the next few months and the coming summer. It was noted that Bryn Batton Wall is planning to leave at the beginning of May 08.

A diary of important dates was presented (see attached)

The following dates were set for meetings

Board Meetings at 6:30pm on the following Tuesdays

29 Jan 08	24 Jun 08
26 Feb 08	26 Aug 08
25 Mar 08	23 Sep 08
22 Apr 08	21 Oct 08

Annual General Meeting of Members (AGM) Sunday, 23 Nov 08

04. Committees: The work and roles of various committees and officer duties were discussed, with Directors volunteering to take on different tasks.

UPON A MOTION duly made seconded and carried the following people were appointed or confirmed to the following positions or committees;

Membership John Muir

Fundraising Events: Dahn Mirabelli, Laurel Paluck & Miriam Stucky

a) Radio Marathon 14Dec07: Barbs Bell & Holtmann & Stephanie Bolender

b) Winter Cabaret Feb08: Laurel Paluck et al

c) Knackwurst & Sauerkraut: Apr08 Henry Holtmann

d) Good n Country May08: Laurel Paluck, Barbs Bell & Holtmann (under review)

Sponsorship & Earned Revenue: Al Kirkcaldy & Miriam Stucky

Social Convenor: Meaghan Culkeen

Radio Free Peterborough: Steve McNabb

Live Music Day: Vincent Bierworth & Trevor Dunn

Nominating Committee: The President, The Vice-Chair & the Programme Director

Board Development: GM

05. Appointment and Confirmation of Officers.

The duties and roles of the Chair, Vice-chair, and Secretary were discussed, with Directors volunteering to take on different tasks.

UPON A MOTION duly made, seconded and carried unanimously, Dahn Mirabelli was appointed Vice-Chair, Vincent Bierworth was appointed Secretary, and Meaghan Culkeen was appointed President and Chair.

UPON A MOTION duly made, seconded and carried unanimously, Susan Newman was confirmed Bookkeeper, and John Muir was confirmed as Vice-president, and General Manager.

06. Any Other Business. It was noted that a date at the bank will be set in the new year to arrange for new signing officers.

07. It was noted that the next Meeting is scheduled for Tue, 29 Jan 08. There being no further business the meeting was adjourned at 7:05pm.

Trent Radio Balance Sheet As At 07-12-31

ASSETS

CURRENT ASSETS

Raffle & Bingo Acct	0.00	
Boost & Freq Acct	5.93	
General Funds Montreal	1,687.70	
ING Savings	19,068.16	
Cash In Bank		20,761.79
Petty Cash: Programming		0.00
Petty Cash: Admin		0.00
Petty Cash: Summer Admin.		0.00
Term Deposits		0.00
Accounts Receivable	400.00	
Doubtful Accounts	0.00	
Receivables Net		400.00
Student Levy Receivable		18,399.37
Prepaid Expenses		844.89
TOTAL CURRENT ASSETS		<u>40,406.05</u>

FIXED ASSETS

Land	10,000.00	
Buildings	94,439.07	
Office Equipment	20,774.21	
Technical Equipment	237,339.40	
Technical Renovations	9,913.00	
Fixed Assets at Cost		372,465.68
Accumulated Depreciation		(265,684.20)
TOTAL FIXED ASSETS		<u>106,781.48</u>
TOTAL ASSETS		<u><u>147,187.53</u></u>

LIABILITIES

CURRENT LIABILITIES

Accounts Payable		(431.64)
Contract Obligation		44,788.64
Deferred Income		1,020.00
Accrued Liabilities		0.00
Trillium StudioC		27,923.96
CPP Payable	0.00	
UIC Payable	0.00	
Income Tax Withholdings	0.00	
Receiver General Net		0.00
Health Benefit Payable	0.00	
Other Withholdings Net		0.00
TOTAL CURRENT LIABILITIES		<u>73,300.96</u>

LONG TERM LIABILITY

CO Long Term Loan		15,000.00
Deferred Contribution		30,111.78
TOT. LONG TERM LIABILITY		<u>45,111.78</u>
TOTAL LIABILITIES		<u>118,412.74</u>

NON-SHARE EQUITY

Retained Surplus/(Deficit)	(14,884.02)	
Previous Year-end Adjustments	0.00	
Net Retained Surp/(Def)		(14,884.02)
Current Surplus/(Deficit)		43,658.81
TOTAL NON-SHARE EQUITY		<u>28,774.79</u>
LIABILITIES AND EQUITY		<u><u>147,187.53</u></u>

Trent Radio Income Statement 07-09-01 to 07-12-31

REVENUE		EXPENSE	
GOVERNMENT GRANTS		PERSONNEL	
Federal Grants	0.00	Programming Wage	8,775.00
Provincial Grants	0.00	Technical Wage	4,796.30
Municipal Grants	0.00	Publicity Wage	0.00
TOTAL GOVERNMENT GRANTS	<u>0.00</u>	Administrative Wage	13,500.00
FUND RAISING		Benefits	248.00
Corporations	0.00	CPP Expense	1,163.51
Foundations	0.00	EI Expense	682.20
Private	3,711.18	Total Wages & Benefits	29,165.01
Leadership	0.00	Programming Fees	0.00
Donations "In Kind"	0.00	Technical Fees	0.00
Net Donations	3,711.18	Publicity Fees	0.00
Trent Student Memberships	73,597.50	Administrative Fees	583.00
Commercial & Non-profit	75.00	Total Fees	583.00
Individual Memberships	540.00	TOTAL PERSONNEL	<u>29,748.01</u>
Discretionary M'ship Exp	0.00	SUPPLY & EXPENSE	
Net Memberships	74,212.50	Publicity & Promotions	0.00
Special Events	1,709.20	Equipment Rental	200.00
Special Events Expense	(525.00)	Line Rental	1,025.49
Net Special Events	1,184.20	Rental Other	40.00
Fundraising	0.00	Net Rentals	1,265.49
Fundraising Expense	0.00	Postage & Delivery	23.88
Net Fundraising	0.00	Office Supplies	385.56
TOTAL FUND RAISING	<u>79,107.88</u>	Telephone	335.55
EARNED REVENUE		Utilities	1,557.53
ON AIR Sponsorship	4,200.00	Programming & Licence	170.28
ON AIR Sponsorship Expense	(575.00)	Building R & M	273.30
Net ON AIR Sponsorship	3,625.00	Building R & M Upper Apt	57.12
Net "RADIO PAPER"	0.00	Technical R & M	2,108.98
Net Other Sponsorship	0.00	Net Repair & Maintenance	2,439.40
Tape Sales	0.00	Professional Fees	60.00
Tape Sales Expense	0.00	Insurance	4,150.61
Net Tape Sales	0.00	Travel	0.00
Rental Income	2,640.00	Volunteer Expense	137.68
Net Misc Sales & Services	190.00	Bank Charges	43.40
TOTAL EARNED REVENUE	<u>6,455.00</u>	Mbanx Loan Interest	1,467.17
MISCELLANEOUS REVENUE		Net Interest	1,467.17
Interest Income	273.20	Depreciation	0.00
Micellaneous Revenue	0.00	GST Paid	392.71
Amortisatn Dfrd Contribtns	0.00	Bad Debts	0.00
TOTAL MISC REVENUE	<u>273.20</u>	Miscellaneous	0.00
TOTAL REVENUE	<u>85,836.08</u>	TOTAL SUPPLY & EXPENSE	<u>12,429.26</u>
		TOTAL EXPENSE	<u>42,177.27</u>
		NET INCOME	<u>43,658.81</u>