

MINUTES OF THE BOARD OF DIRECTORS MEETING held on Monday, 01 December 2008, at Trent Radio House, 715 George Street North, Peterborough, Ontario.

P R E S E N T: Meaghan Culkeen, Geoffrey Forrest, Andrew French, Steve McNabb (by telephone), Jake Quinlan, & Ariel Sharratt

R E G R E T S: Vincent Bierworth.

Also present: Jill Staveley, Production Manager; James Kerr, Programme Director; & 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 5:35pm, with Meaghan Culkeen acting as Chair, and John Muir recording the minutes of the Meeting.. 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 Board Meetings held on 23 Nov 2008 were approved as presented and amended.

03. Availability: Discussion followed about each Board Member’s availability over the next few months and the coming summer. It was noted that Andrew French and Ariel Sharratt are intending to leave Peterborough in the fall, and that Geoffrey Forrest will be out of town over the summer.

The following dates were set for meetings:

**Board Meetings at 5:30 p.m. on the last Monday of each month where possible.**

Mon 26 Jan 09	Mon 22 Jun 09
Mon 23 Feb 09	Mon 31 Aug 09
Mon 23 Mar 09	Mon 28 Sep 09
Mon 20 Apr 09	Mon 26 Oct 09

**Annual General Meeting of Members (AGM) Sunday, 22 Nov 09**

04. Appointment of Committees & Officers: The work and roles of various committees and officer duties were discussed. A staff report on committee composition was brought forward – see attached.

**UPON A MOTION** duly made seconded and carried the Board approved the staff report and proposals pertaining to the establishment and confirmation of various committees for the upcoming year.

The duties and roles of the Chair, Vice-chair, and Secretary were discussed. It was noted that the President, Vice-president and Secretary act as signing officers. Directors volunteered to take on various tasks.

**UPON A MOTION** duly made, seconded and carried unanimously; Meaghan Culkeen was appointed President and Chair; Jake Quinlan was appointed Vice-Chair; Andrew French was appointed Secretary, Ariel Sharratt was appointed as Social Convenor and Co-chair of the Trent Radio Community Committee; Jake Quinlan was appointed to serve on the Trent Radio Community Committee; Geoffrey Forrest & Jake Quinlan were appointed to served on the Sponsorship, Earned Revenue, and Grants Committee; Geoffrey Forrest was appointed to serve on the Programming Committee, Vincent Bierworth was appointed to serve on the Physical Plant & Technical Committee.

It was noted that appointment of the Nominating Committee will be made at the 28 Sep 2009 Meeting.

05. Confirmation of Officers.

**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 – 08. It was noted that the next Meeting is scheduled for Mon, 26 Jan 09 at 5:30pm. There being no further business the meeting was adjourned at 6:07pm.

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Meaghan Culkeen, President & Chair                      John K Muir, General Manager

Note: After the Meeting the Board Development dates were set for 5:30pm on 12 & 19 Jan 2009