

TAKE NOTICE

there shall be an
ANNUAL GENERAL MEETING of
TRENT RADIO

- a corporation without share capital -

to be held, **SUNDAY, 16 NOVEMBER 2016, 11 A.M.**
at the Senior Common Room, Sadleir House Facility*,
751 George St North, Peterborough, Ontario

=== AGENDA ===

- 1.) Call to Order, President's opening remarks and setting of the agenda.
- 2.) MOTION to approve minutes of last Annual General Meeting held on 10 November 2013.
- 3.) PRESENTATION of Reports of the Directors, Committee Chairs, Staff and Officers.
Namely: ~~Social Convener, Radio Art; Summer Events Intern Correspondent~~, Summer Operations Manager; Radio Free Peterborough; Donations, Sponsorship & Earned Revenue; TSAPC Management, Production Manager; Programme Director; General Manager; Scapegoat, and President.
MOTION to accept the reports of the committee chairs, staff and officers as presented and/or amended.
MOTION to confirm all resolutions of the Board.
- 4.) PRESENTATION of Financial Statements for One Year Ending 31 August 2014 with an independent Financial Review. And if the Members see fit; a MOTION, to accept the Financial Statements as presented; and an extraordinary MOTION, to appoint the accounting agents to prepare an independent Financial Review for the next fiscal year ending 31 August 2015.
- 5.) REPORT of the Nominating Committee and election of Directors

As provided by the By Laws of Trent Radio, the Nominating Committee shall submit nominations to fill vacancies of the Board for consideration by the membership. The Nominees in alphabetical order are (s = student & c = community member);

**SHANNON CULKEEN (c), WES GRIST (c), ALEXANDER KARAS (s), STEVE McNABB (c),
CAILEIGH MORRISON (s), MATTHEW POPPLETON (s), AND AUGUSTA VANHOOF VENO (s).**

Further nominations may be made by any seven (7) members in good standing by delivering a nomination paper signed by them to the Secretary of Trent Radio not later than seven (7) days before the annual meeting. If more than seven (7) persons or such greater number as shall constitute a full board or increase thereof are nominated, an election by ballot shall take place at the annual meeting.

Proper delivery shall be deemed to have been executed if a duly executed nomination paper is received by 11 a.m., Saturday, 08 November 2014 at Trent Radio House, 715 George Street North, by a responsible Trent Radio representative.

The affairs of Trent Radio shall be managed by a Board of seven (7) directors, each of whom at the time of his or her election or within ten (10) days thereafter and throughout his or her term of office shall be a member of Trent Radio. Each director shall be elected to hold office until the next annual meeting after he or she shall have been elected or until his or her successor shall have been duly elected or qualified. Members of the Board of Directors shall be, capable of conduct which is that of passionate disinterest, divesting themselves of self-interest or private advantage, and at all times, Canadian Citizens resident in Canada, except when seen to be of exceptional benefit to Trent Radio and its direction. A majority of the Board shall be enrolled students of Trent University at the time of their appointment. Taken together the Board shall be at all times balanced and shall be drawn from among the student body, Trent Radio's volunteers and the community, and may include member(s) drawn from Trent University.

- 6.) Any other business
- 7.) MOTION to adjourn

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Please note, that the Directors may elect to hold the first meeting of the new Board, either immediately following the Annual General Meeting, or at some future time, according to their wish. All full time students of Trent University are members of Trent Radio.

* please contact John Muir <jkmuir@trentradio.ca> if concerned about accessibility.

per Trent Radio Board of Directors: John K Muir, Vice-President & General Manager, 03 November 2014

MINUTES OF THE MEETING of MEMBERS held on Sunday, 10 November 2013 in the City of Peterborough, at the Senior Common Room, Sadleir House, 751 George Street North.

P R E S E N T: Paul Cleveland, Shannon Culkeen, Tracy Elliott, David Grenon, Jess Grover, Mauricio Interiano, James Kerr, Jesse Louro, Steve McNabb, Cailleigh Morrison, J K Muir, Matthew Poppleton, and Jill Staveley..

R E G R E T S: Jane Atkinson, Kathleen Adamson, and Barb Woolner.

Notice of the meeting having been duly posted according to the by laws of the Corporation on the 30th day of October 2013, a copy of which Notice is attached to the minutes of this meeting, and a quorum of the members being present in person, the meeting was called to order and declared duly constituted at about 11:10 a.m., with Cailleigh Morrison acting as Chair and John Muir recording the minutes the Meeting.

01. Chair's Opening Remarks:

The Chair welcomed the Members a proposed meeting agenda was presented, and agreed. Discussion followed.

02. The minutes of the previous AGM were presented.

UPON A MOTION duly made, seconded and carried unanimously, the minutes of the previous Annual General meeting, held on 18 Nov 2012, were approved unanimously.

At this juncture, informal introductions were made from and to all present.

03. Presentation of Reports of the Directors, Committee Chairs, Staff and Officers:

~~Social Convener~~

~~Radio Art~~

~~Summer Events Intern Correspondent~~

Summer Operations Manager – Kathleen Adamson (see attached)

Radio Free Peterborough - Steve McNabb (see attached)

Donations, Sponsorship & Earned Revenue - John K Muir (see attached)

Production Manager (RRFGM & AGM) - Jill Staveley (see attached)

Programme Director - James Kerr (see attached)

General Manager - John K Muir (see attached)

Scapegoat - Paul Cleveland (Accepted blame for each item of failure raised)

President - Cailleigh Morrison (see attached)

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

Motion to confirm all resolutions of the Board:

All Board Minutes since the last 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 unanimously, it was resolved that all resolutions and acts of the Board since the last AGM held on 18 November 2012 as set out in the Minutes of Directors of the Corporation or in the Annual Report of the Corporation submitted to this meeting were approved and confirmed by the membership.

04. Presentation of the Financial Statements for One Year Ending 31 Aug 2013:

The Financial Review Engagement Report was presented for the corporation for the fiscal year ended 31 August 2013, as prepared by McColl Turner Chartered Accountants, the accounting agents 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 13 November 2013.

Discussion followed and questions were answered

UPON A MOTION duly made, seconded and carried unanimously, the financial review, as prepared by McColl Turner Chartered Accountants, for one year ending 31 Aug 2013 was accepted as presented, and that as an extraordinary resolution, McColl Turner Chartered Accountants, be appointed as accounting agents to conduct the next financial review engagement report for the period ending 31 Aug 2014.

05. Report of the nominating committee and election of Directors. The General Manager reported that no further nominations had been received, as provided by the bylaws of the corporation.

The Chair 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 Chair asked the Nominees present to confirm that they were Canadian citizens and have achieved the age requirements and declared that a majority of the nominees were enrolled as students of Trent University.

The Nominees present then introduced themselves and explained their reasons and interest in serving on the Board.

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; Jane Atkinson (s), Shannon Culkeen (c), Tracy Elliott (s), Wes Grist (c), Steve McNabb (c), Cailleigh Morrison (s), and Matthew Poppleton (s), 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. *[Please note that (s) denotes student and (c) indicates drawn from the community]*

06. Any other business: None

07. Thanks you were exchanged. There being no other business, the meeting was adjourned at about 12:32 p.m.

Summer Operations & Information Manager's Report for BoD Meeting

Prepared by Jack Smye 29Aug14

Overview

The summer season commenced on Monday, 28April14 and ended on Friday, 16Aug14. Generally, broadcast hours were 1700-2400 every night, with additional programming 0800-1400 on Saturdays and 1000-1200 on Sundays, for a total of about 57 hours per week. Office hours were 1400-1700 on weekdays. Studio A was open for prerecording by appointment. There were 60 Programmers this season, 8 of which were new to Trent Radio.

Key Events of the Summer 2014

April 2014

28 April - Start of summer season
28 April and following - SOIMI meets with all Executive Producers
29 April - Summer Web Schedule is posted

May 2014

05 May - Mysterious loud bang frightens our Sunday night producer...turns out it was an asteroid.
06 May - Received a call from NCRA regarding community radio awards. Collectively, we decided it wasn't something we wanted to apply for.
06 May - Calla Durose-Maya generously donated a half hour from her show so that Greg Donchak could have his show 'The Rock Zone.' Greg is added to the roster.
08 May - Glen Caradus is added to the schedule.
31 May - Summer Social occurs at John Muir's house. Nice little turnout and an enjoyable time had by all (as far as I could tell).

June 2014

02 June to 06 June - Trent Radio and Nader Nadernajed host interviews with local candidates running for MPP. The following individuals were interviewed. Sheila Wood from the NDP, Andrea Gar Quiano from the Socialist Party, Gary Beamish from the Green Party, Jeff Leal from the Liberal Party, and Brian Martindale as an independent. Notable absence was Scott Stewart from the Conservative Party, who committed to an interview only to cancel the night before he was scheduled in. We think his campaign manager screwed up. Overall, the interviews were a tremendous success and Nader did an outstanding job.
03 June to 06 June - Trent University's Convocation was broadcast live from each day.
08 June - Chesley Bennett is added to the schedule for special Sunday morning programming. Her show is a great hit and garners some press. It seems as though she will be involved with Trent Radio for some time.
30 June - Miechooika comes to Trent Radio and commits to special programming on the nights of 04July, 25July, and 01August.

July 2014

02July - Dave Cavana from Frost Campus of Fleming College in Lindsay approaches Trent Radio about using the facilities to produce pod-casts for Fleming College Student Association. We agreed, and he and his co-host produce 2 pod-casts over the summer - with the desire to continue on into the fall.
15 July - The Friday night Executive Producer informs me that he will not be able to operate for the rest of the summer. His attendance had been spotty at best, but I decide that I will act as operator Friday nights for the rest of the summer.
17 July - Radio on the Lawn! Attendance wasn't what I hoped for, but overall a great success if I say so myself. Anthony Gulston acted as host for the day, doing an astounding job. Sound is handled by John Muir and Bennett Bedoukian. The lineup was simply great - Lester Alfonso, Wes Grist, The Lonely Parade, Rob Hailmann, Chelsey Bennett, Dave Grenon and I, The Mountain.
20 July - The show BaalBusters is temporarily suspended pending a meeting with the General Manager, with respect to comments by a host. The hosts decide that they don't want to pursue this meeting, so the show is cancelled and the individual hosts will be required to meet with the GM prior any further involvement with Trent Radio.
August 2014
9 August - Obvious highlight of the summer. Trent University's 50th anniversary celebration at Peter Robinson. Re:collected radii was an amazing night for all involved, Matt Jarvis was an all-star in arranging and supervising the event - sleeping very little the entire weekend. Anthony Gulston and Peter did a fantastic job with Radio Hangout at Sadleir House. Overall, it was an incredible weekend and a memorable chapter in the history of Trent Radio.
15 August - Last official day of the 2014 summer season, operated by myself.
16 August - Good n' Country are given one more show to make up for them not being able to do it the week prior.

General Comments

Though I didn't arrange an event day of my own, there were two unique events that were grand in scale and a tremendous success for Trent Radio.

The first (almost overlooked) event only involved a few people and wasn't a typical event day. Trent Radio interviewed 5 candidates for the provincial election, including 3 out of the 4 major parties, and Nader Nadernejad did a great job producing unique, fun, and professional interviews. There was a lot of work going on behind the scenes, but it all came together and we produced something valuable. I can only see this experience as a great benefit to Trent Radio, and I would go so far as to say that we produced some of the best coverage for our local election.

The second event can't be fully described or appreciated in a paragraph. The 50th anniversary celebrations were an incredible success for Trent Radio. The weekend had so much going on - all night broadcasts, open houses, interviews, speeches, live bands, remote broadcasting, and finally, shared stories, memories and nostalgia. This was no ordinary event day, there was an immense amount of work put in by all those involved - Dave Grennon, Anthony Gulston, Philip Benmore and Matt Jarvis are especially deserving credit. I obviously haven't been around Trent Radio for that long, but I would consider the weekend of August 9th to be one of the best in the history of Trent Radio - capping off an incredible season.

It is my opinion that Trent Radio's 2014 Summer programming a) was balanced, b) of high quality, c) and met or exceeded all undertakings set out in applications to the CRTC (see CRTC Decision CRTC 2014-216 Ottawa 07 May 2014), and d) in compliance with all relevant particulars as set out Broadcasting Regulatory Policy 2012-304, as amended from time to time, as well as the terms and conditions of licence set out in the appendix to the Decision, where applicable".

Content Category Stats prepared for BoD 20 August 2014 / Jack Smye, SOIM

Content Category	CRTC Required	TRadio Required	Summer 2014
Category 1 - Spoken Word	Min 15% of all programming*	Min 25% of all programming	24%
SubCat 11- News			-
SubCat 12 - S/W Other			41.13hrs
Category 2 - Popular Music		max 60% of all music	65.94hrs
			51%
SubCat 21 - Pop Rock Dance	at least 20% Cat2 other than SubCat21		19.50hrs
			29.6%
SubCat 22 - Country & C'try Oriented			13.63hrs
SubCat 23 - Acoustic			28.44hrs
SubCat 24 - Easy Listening			4.38hrs
Category 3 - Traditional & Special Interest	min 5% of all selections	min 5% of all selections	64.19hrs
			38%
SubCat 31 - Concert			3.19hrs
SubCat 32 - Folk & Folk Oriented			17.44hrs
SubCat 33 - World Beat & International			13.69hrs
SubCat 34 - Jazz and Blues			10.50hrs
SubCat 35 - Religious			3.81hrs
SubCat 36 - Audio Art			15.56hrs
Total Category 1			658hrs
Total Category 2			1055hrs
Total Category 3			1027hrs
Total Category 1, 2, and 3			2740hrs
Broadcast Weeks this Season			16
Regular Programming (avg hrs / week)	Min 42 hours	Min 42 hours	***49.18hrs
"Hits" Played	no spec	Max 5%	< (TR)Max
Advertising & Sponsorship	Max 504 mins	Max 252 mins	< (TR)Max

**Radio Free Peterborough (RFP) 2014 Report for Trent Radio AGM 141116
prepared by Steve McNabb**

2014 was another great year for the RFP and LCMP projects, and incidentally marked a full decade of RFP on the air. Woo! Before we get into the technical nitty-gritty, I would like to take the opportunity to commend Matt Jarvis formally to the Board for his outstanding contribution to the Peterborough music scene through his tireless and exacting work on the Radio Free Peterborough / Local Music archive project.

Thanks largely to Matt's hard work, the archive is now up to a weighty 9,962 tracks! Wow. Things have come a long way from my milk crate of old CDs and tapes.

Thank you Matt, you rock!

The major step forward that happened this year on the archive project side of things was "hands-off" data importing. Previously, when Matt had another batch of tracks archived and tagged he had to wait for me to do a bunch of manual steps on the server-side to convert the spreadsheet data to tracks, recordings and artists on the web front end side.

This meant that I was a serious bottleneck in the project's progress since everything had to go through my hands to get up online. As my time became even more scarce this year, this meant often waiting weeks at a time for me to get around to completing the import. If there was any small error in the data, the whole thing would grind to a halt again. Matt would make the required correction to the data, and then would have to wait again for me to get around to re-running the import steps manually.

I managed to find some spare cycles in between other projects to dedicate some programming time to the project and I set out to build Matt a tool to manage these imports so that I would no longer be standing in the way of progress. To that end, I coded up a handy little tool that allows Matt to take his data directly from the spreadsheet CSV and just upload the file to the server: the code does the rest of the work.

The import tool then does a bunch of data validation and integrity checks to make sure that the data is ready for import: avoiding duplicates, ensuring that the MP3 file is in the right place with the right name, ensuring that the data is complete, etc. If any errors are found in this stage, the tool grinds to a halt and spits out some nice detailed error messages that help Matt to track down the nature of the problem (usually a typo or a CaSe MiSMatCH) and fix it so he can immediately continue with the import. If the data passes validation, the import phase begins. This phase lovingly creates each Artist profile, Recording collection and the individual Tracks while checking for duplicates as well as setting up the automated playlist info for "Stream all tracks on this Recording" and "Stream all tracks for this artist". These automated playlists seem to be working really well, and it's been fun discovering new (to me) Peterborough artists and enjoying more of this extremely rich cultural resource.

On the broadcast front, we have achieved 76,000 hours of FM airwave broadcast time as of the AGM (16 Nov 2014). Thanks to all the crew at Trent Radio House for keeping everything rolling along loud and strong. Downloads of the Trent Radio and RFP iPhone apps continue to be steady – not massive, but steady. I'm looking forward to a noisy and productive 2015! I didn't get the playlist manager feature done last year, but we'll try again for this year.

[end]

Local Content Management Project Notes for Trent Radio AGM 141116 prepared by Matt Jarvis

Digital Archive

10,054 total tracks – 636:33:42 – mirrored .mp3 & .ogg collections
(Not all records currently online)

1,011 records or collections of tracks.

9,142 tracks – 551:10:02 – Category 21
240 tracks – 50:01:02 – Category 12
672 – 35:22:38 – Category 36

4,011 tracks captured from source and encoded in .flac format for archival purposes.

707 scanned/collected record covers – 480x480px 72ppi jpg

Physical Archive

541 CDs

77 Cassettes

(+more to be fully processed including 70 cassettes harvested from the Artspace Cassette Archive)

Public Exhibition (kudos Steve McNabb)

Records available at lcmp.trentradio.ca:17080

Browse function for: artists, tracks, records, genre

Search function for all tags including year.

Uploads to CMS now handled in house.

The Future

Browse by year

Refine through browsing (Synthpop in 1980, etc)

~~Create artist biographies and add to CMS.~~

(Jill Staveley will be working on this in the coming months)

Theme CMS to be more intuitive and pretty.

~~Increase local artist interviews; delegate the task to interested volunteers.~~

(This has been discussed and determined to be too complicated, I have continued to slowly accumulate new interviews at a rate of approximately 1 per month)

Increase frequency of local event recording.

Digitise/formally archive reels, vinyl

~~Work towards currency, works archived within two weeks of release.~~

Increase collection of Category 12 and Category 36

Sponsorship Fundraising & Earned Revenue Report for Trent Radio AGM 141116 prepared by J K Muir

Donations & Fundraising: In YE14 donations came in to defray costs relating our participation in the TrentU 50th anniversary celebrations, and ongoing local content management staff, Funding from the Community Radio Fund underwrote the cost of the "Trent Radio Kitchen Sessions" initiative. Although the Good 'n Country Jamboree was dropped, the Radio Marathon continues to be a fun and excellent event.

Memberships: "Student Memberships" rise according to the CPI, while community membership fees continue to be better collected. It should be noted that many of community members volunteer as operators, in which case their membership fee is waived.

Sponsorships: After a rally in YE11, local sponsorships were down in YE12. gone in YE13 and rebounded in 2014. This area does well in fits and starts, and was neglected prior to last year while key staff were on leave.

Earned Revenue & Municipal Grant: For the most part, earned revenue is derived as rent from the residential apartment, with production, management & recording fees and sponsorships making up the balance. Our three year municipal allocation finished in 2014. A new application will be made for 2015 and subsequent years.

The table below shows our a selection of revenue sources totals for the last fiscal year and the eight years prior.

Comparative Fundraising & Earned Revenue	YE14	YE13	YE12	YE11	YE10	YE09	YE08	YE07	YE06	YE05	YE04
Donations											
Corporations	-	-	500	3,325	-	275	275	75	-	750	1,250
Foundations	20,000	20,000	8,345	5,313	-	-	-	-	-	-	-
Private Net	11,204	11,054	6,560	4,350	3,364	6,555	7,920	4,834	3,278	5,929	8,935
Donations Total	31,204	31,054	15,405	12,988	3,364	6,830	8,195	4,909	3,278	6,679	10,185
Memberships											
Trent Student Memberships	111,997	109,057	106,560	84,795	83,670	83,845	80,160	89,044	93,457	88,744	83,644
Community & Other Memberships	790	825	790	960	695	870	905	670	300	740	895
Memberships Total	112,787	109,882	107,350	85,755	84,365	84,715	81,065	89,714	93,757	89,484	84,539
Special Events & Fundraising Activities											
Winter Cabaret 02 Dec 04	-	-	-	-	-	-	-	-	-	2,007	Only
Knackwurst & Sauerkraut (end of Spring Season)	-	-	-	-	-	-	-	833	581	n/a	
Cabaret 12Feb08	-	-	-	-	-	-	58	-	-	-	Totals
Summer Yard Sale & Misc	-	-	-	-	60	-	-	-	-	67	
Pigs Ear "Kari-oink-e" Feb10	-	-	-	-	418	255	-	-	-	67	Shown
MoHo Fundraiser 13Mar10	-	-	-	-	556	-	-	-	-	-	
Cannery 101211	-	-	-	498	-	-	-	-	-	-	
Vaudeville/Tron/GkDay YE11	-	-	-	171	-	-	-	-	-	-	
TRadio Pub Night @ PRCSA 120920	-	10	-	-	-	-	-	-	-	-	
Vaud Night; 121122; Door Rcpts	-	92	-	-	-	-	-	-	-	-	
GeekDayPubNight 130228; Door Rcpts	-	15	-	-	-	-	-	-	-	-	
BEL Rotary; Polar Plunge 130203	-	516	-	-	-	-	-	-	-	-	
Good 'n Country Fall or Spring	-	652	887	(168)	-	-	208	-	589	1,758	
TRadio Revue; 131121; Door Rcpts	90	-	-	-	-	-	-	-	-	-	
Queen of Geo St Bash 140131 Loose Rcpts	250	-	-	-	-	-	-	-	-	-	
Radio Marathon (end of Fall Season)	617	565	451	981	333	493	1,017	1,034	884	858	
Special Events Net	957	1,849	1,338	1,481	1,367	749	1,283	1,867	2,054	4,757	4,914
Fundraising Net (TShirts & Buttons)	76	210	145	421	-	20	-	207	479	162	353
On Air Sponsorship, Earned Revenue & Misc											
Local Sponsorship Net	1,101	-	500	3,280	250	2,300	4,260	4,968	7,600	4,638	3,400
Other Sponsorship Net	217	855	826	2,784	3,630	2,444	1,822	675	-	-	1,361
Rental Apartment Net	10,451	10,260	9,960	6,230	7,984	7,866	7,484	7,898	6,851	5,953	4,635
Misc Earned Revenue Net	24,336	992	2,913	3,839	2,905	1,790	1,135	1,052	1,475	1,024	1,219
Municipal Grants	2,500	2,500	2,500	2,500	3,500	3,500	3,500	1,000	3,500	2,865	-
On Air Sponsorship, Earned Revenue & Misc Total	38,604	14,607	16,700	18,633	18,269	17,900	18,201	15,593	19,426	14,480	10,614
	\$183,629	\$157,602	\$140,937	\$119,279	\$107,365	\$110,214	\$108,743	\$112,290	\$118,994	\$115,562	\$110,605

[end]

Yearbook Management Report for Trent Radio AGM 141116
prepared by John K Muir

Intro: Student publications have a long and rich history at Trent University. Since the beginning of the university's life, students have served their peers and colleagues, the Trent and Peterborough area communities, and the world beyond by producing high quality, informative, and entertaining output.

The yearbook has a special place in the many forms of student and other media at TrentU. Its mission is to tell the unique stories of a specific group of students over a specific year. This means that the each yearbook's narratives ought to be clearly distinct from any other yearbook. The staff of a yearbook has the formidable task of being evocative story tellers and factual historians, while recording the events of each as they unfold. Yearbook publications render history, evoke memory, and stand as a reference, and as such must be accurate, interesting, colourful and produced to a budget.

Mission: To effect these ends Trent Radio has been recruited and contracted to produce the annual publication and to provide general support for the education as well as the artistic, research and administrative activities of those involved.

In carrying out that mission the following functions are performed:

the provision of production equipment and related training, workshops, direction and facilities in support of yearbook production activities and staff development;

the operation, maintenance of an office at 751 George Street North which houses production, storage and meeting facilities;

the production and distribution of 2,000 hard copies of a 204 page, full colour yearbook which is also available online.

the provision of salaried and contracted production personnel with the specific charge to provide photographic and design services along with staff oversight, mentoring and criteria based evaluation in the general areas of theme & concept, coverage, design, writing and photography.

Planning and development: For the first year it was decided that we would hire Esther Vincent to oversee and observe all production related matters and that she would to create an operational plan to be implemented next fall. This should make for a more comprehensive report at the next AGM.

[end]

Production Manager/Rock&Roll Fairy Godmother/Assistant General Manager Report for Trent Radio AGM 141116 Prepared by Jill Staveley

Intro: Another great year in the making at Trent Radio. With Radio Drama on the rise, and a solid year of celebrating Local Music under our belt - our community involvement continues to increase in very special ways. We are very fortunate to have a team that can work together to successfully facilitate special projects that move outside of the responsibilities associated with our regular programming, and to be able to welcome many new faces into the Trent Radio Kitchen in the process.

StudioB (TWSP): Mike Lobovsky is back in StudioB, and he's excellent. A very reliable, independent worker who has been able to focus on creating "programme promos" and making back-up shows for each programme this fall. The training sessions are going well, and Mike is balancing his responsibilities between teaching and facilitating programme requirements very well. Progress so far includes: 15 programmers trained; 13 Programme Promos created; 43 Backup Shows saved from the logger and stored on the PSrv.

Incoming Music Archivist (TWSP): Calla Durose-Moya is back taking care of the music archives. It is really good to have solid staff returning to oversee these responsibilities. We are close to housing 20,000 CDs in our collection. Calla has taken the initiative to commence and renew relationships with independent record production companies, collectives, and bands. It is opportune to have an Incoming Music Archivist who not only has the skills required to complete the archiving tasks efficiently, but who also has a passion for music, especially of the Independent Canadian variety.

Incoming Music Archivist Assistant (TWSP): This position is designed to allocate TWSP funds for training a new IMA for the Fall - so we don't waste valuable time at the beginning of each year going through resumes, interviewing and training. In this case, where our current IMA is scheduled to return to the position next Fall, we will divide these hours among our i TWSP staff so they may devote more time to our immediate needs and projects.

Spoken Word Archivist (TIP): Not filled this year. - This project is still not quite complete. The data has been compiled, but it is not yet user friendly. Matt Jarvis has indicated that he is capable of setting up an interface similar to the LCMP to facilitate access to the Spoken Word Archives.

PM Assistant (TIP): My right-hand-man, Mauricio Interiano, has returned as the PM Assistant this year. His ability to work independently, and complete a wide range of tasks and projects makes him a wonderful benefit not only for me, but to Trent Radio. This year Mauricio's focus has been on engaging student groups with Trent Radio, and increasing Trent Radio's profile on campus. He is also hosting a weekly Smooth Operator, interviewing student groups and producing these for inclusion in our archives as an account of Trent student activity. He has also been researching different social media services to determine if and how Trent Radio might be interested in utilising current web-based media to increase our relevance in popular culture systems, without straying from the nature and importance of making the kind of Radio that we strive to.

Sponsorships: A slow process, and one that was a bit waylaid with a possible volunteer/new recruit that didn't pan out. Currently we have Sadleir House (in kind, on-going), Sam's Place (\$500/annual), Renegade Apparel (\$500/annual). Black Honey and The New Canadians Centre have been contacted and will not be renewing. I have not had a response from St. Veronus. The Pig's Ear Tavern has expressed an interest in renewing, and we have a few more leads. If there is anyone on the Board of Directors who would be interested in helping to secure new Sponsors, we would love the help.

CRFC Radiometres, Local Content Project (Radio Dramas & LCMP Biographical Content): We were awarded a grant from the Community Radio Fund of Canada's Radiometres programme again this year. James Kerr and I are working together to share and oversee his administrative duties so that we can both be directly involved in this two-part project that will;

(a) increase Trent Radio's capacity to create Radio Drama, and expand community participation in this process. *The first half of the year is dedicated to skill building through workshops and mentoring with local theatre craft mentors, and the second half of the year is dedicated to production and broadcast of locally written and performed radio drama; and*

(b) acquire/create and publish support content for the Local Content Archives, namely artist/band bios and community profiles.

Other Projects: After completing the Kitchen Sessions Project last year, I've been slowly getting back into music production and recording. I have recently used the LR16 (live mix recorder) to record a few live shows. If my family life continues to allow me more freedom and sleep, I hope to pursue this activity more in the future to increase my skill set, and to create content for Trent Radio's Local Content Archives and for Local Musicians.

[end]

Programme Director's AGM 141016 Report (Part #1) Report for the period Sep13 - Apr14 prepared by James Kerr for Trent Radio BoD Meeting 140414

The Direction of Programming

Trent Radio depends on submissions of programme ideas from students and community members at large. As such, the nature of what is broadcast from season to season changes greatly, as it represents a diversity of interests throughout the Trent and Peterborough and area communities. This year saw the continuance of youth involvement and a rise in "personal reflection programming" as a theme; programmers enjoyed talking about themselves as self-identified geeks, men, women, international students and so on. The composite 2013-14 programmer is typically individualistic, introspective, and perhaps a little insular - but still seeks to engage in their community.

With Production Manager Jill Staveley back from maternity leave the 2013-2014 broadcast season was, all in all, smooth sailing.

Programme Selection occurs prior to the Fall and Summer seasons.

Drawing from the membership and potential-membership, the Programme Director seeks to construct a full and balanced schedule. With help from a collection of generous Operators to act as a Programme Proposal Review Committee, the proposals are reviewed and evaluated based on the following criteria:

- a) Is the Proposal complete? If not what's missing?
- b) Comment on the Programme Outline. Note strengths, weaknesses, high points, low points etc.
- c) What suggestions or feedback do you have?
- d) Do you have confidence that they can and will do it? Comment on what potential there is.
- e) Do you recommend this show for scheduling?
- f) Do they need turntable training? Phone training?

Should the programmer fall short on one of these criteria, their proposal requires revision or redirection.

Characteristically, the potential programmer will meet with the Programme Director and together they'll review the programme ideas, and Trent Radio's approach and the nature of producer-oriented programming. The proposal is then redrafted with these ideas in mind, and generally the applicant is much happier with their second attempt.

Operators are volunteers who have chosen a particular time to come into Trent Radio and oversee day-to-day operations. An Operator's shift is generally five hours long and duties include: greeting and supporting programmers and other volunteers, producing promos and announcements, assisting in the use of the on-air-phone, providing technical support, acting as a tour guide, taking telephone messages, tidying up, making coffee, and representing Trent Radio to the general public.

Operators are usually drawn from trusted Programmers from the past year or just the past summer. First-time Operators this year were Brett Trimbee, Geoff Barnes, Alex Karas and Scott Cecchin, the latter two of whom were attracted to Trent Radio because of an Operator recruitment article published in the Arthur newspaper.

Regular Programming The distribution of content categories between Spoken Word content, Popular Music and Special Interest Music each take up roughly a third of the programming schedule. From last year, Spoken Word content is slightly up (by 2%) and Popular Music is slightly down (by the same 2%).

Perceived Sea Changes The average age of programmers at Trent Radio is younger this year. The involvement of first-year Trent University students increased this year, as did the involvement of secondary students.

Trends 2013-14

- Young Programmers
- Personal Reflection Programming
- Radio Drama

Smooth Operator is a thrice-daily local events calendar broadcast, and a space for interviews with many touring bands, local visual artists, theatre performers and various community groups. It has become the perfect venue for short-length programming to be broadcast outside the regular schedule, such as airing the Trent Central Student Association election speeches, City Council meetings, and special interviews concerning the hot topics of the day, like this year's introduction of a parkway bridge through Jackson Park. Smooth Operator provides first-time and rusty programmers an opportunity to practice their on-air Studio A skills, with the former encouraged to sign up for this opportunity after their initial training. For the past several years Smooth Operator has been made the focus of our high school co-op students' participation, whose tasks include updating and refreshing the announcement binder daily with incoming public service announcements received through psa@trentradio.ca, posters, and mail. Smooth Operator is an essential link between Trent Radio and the Peterborough and Trent University communities.

Student Co-op Placements High School students through the Co-op programme volunteer at Trent Radio for one of two shifts. The morning Co-op student is to open the door to Trent Radio House at 0845 in anticipation of the 0900 start of the live broadcast day. They make coffee, clean, and prepare the space for the arrival of programmers as they sort the Smooth Operator binder of community announcements, in anticipation of the 1100 Smooth Operator programme, which they host. The morning Co-op student leaves at 1130am after they have completed Smooth Operator. At noon, the afternoon Co-op student shift starts, and, like their morning counterpart, check the emails of psa@trentradio.ca for more community announcements and maintain the public service announcement binder before hosting Smooth Operator, this time at 1400, and they leave at 1500.

Opening up Trent Radio House is the key priority for morning Co-op students, whereas with the afternoon Coop maybe conducting interviews with touring bands and other interesting people coming through Peterborough.

Starting last fall Brooke Piper from Adam Scott Secondary school did her Co-op in the morning and Nader Naderajad of Lakefield Secondary School was here in the afternoon. They both worked very well. Alex Bertrand is now our morning Co-op student, and as sometimes happens, no student in the Co-op programme applied for the afternoon position.

Goals & Results 2013-14 with Plans for 2014-15

1. Goal: Student Clubs & Groups Integration - getting more student groups into Trent Radio and getting them to use Trent Radio to further their goals and objectives.

Result: Jill Staveley made this goal a tremendous success by running a Community Radio Workshop Session. Student representatives from various TrentU clubs & groups were recruited to participated in seminars and workshops with a view to letting them know all they and their group can achieve at Trent Radio.

Further success was achieved through the participation of 16 Cultural Studies 2035 students who were trained and subsequently undertook a variety of special programming for partial academic credit. Our thanks to Professor Liam Mitchell, and Andy Cragg, Projects Coordinator at the Trent Centre for Community-based Education.

Plan for 2014-15: With the Production Manager's Assistant Mauricio Interiano returning to the position next year, and since he was such a key part of the Community Radio Workshop Session, my hope is that we'll be able to do something similar in 2014-15. Also, Professor Liam Mitchell is keen to repeat our success with CUST 2035 next year.

2. Goal: Community Integration - getting more community groups and other not-for-profits into Trent Radio to make use of us to accomplish their goals, just as with TrentU student clubs & groups.

Result: This year the Trent Radio Community Committee was not as effective as it could have been. Efforts this year were directed to other places, such as radio drama and the CUST 2035 course. However, we had a vibrant pace for booking interviews on Smooth Operator, bringing community members and tour bands into the studio to promote local events, and this performs much the same function.

Plan for 2014-15: This is an ongoing goal. Taking the offensive next year, I want to engage community organisations directly via telephone and email to invite them in, seeking them out rather than them needing to seek us.

3. Goal: Increase production of locally written, acted and produced radio drama.

Result: This year saw an increase of radio drama at Trent Radio from a diverse group of writers, different producers, and a slew of brand new actors drawn from Trent and Peterborough area communities. Through establishing regularly scheduled fortnightly StudioC recording dates, writers worked to a deadline, making it easier to recruit and organise actors, and produce a better and greater output of hour, half-hour, and five-minute projects. Warm-ups for these sessions were used as recording opportunities for public service announcements and IDs.

Plan for 2014-15: Continue the fortnightly recording sessions as a set time. The most difficult part of the process is finding scripts, so I will make sure there is more than enough for going into next fall.

Studio A 2013-14: New programmers must sign up at a scheduled time for orientation and training in the on-air studio, before their first show. Studio A Training sessions are held 3 times a week during the Fall Season until the end of October, then tapering off to once or twice a week after thereafter. Each session is two hours in length, and divided roughly into two one-hour sections. For the first hour the General Manager, John Muir provides orientation as to the history and remit of the organisation and community radio in general, to better focus newcomers' self-directed exploration of creative opportunities and potential responsibilities.

For the second hour of training I lead the trainees through the technical aspects of the studio equipment (how each button and dial works), informing them of various legal concerns, operational procedures, CRTC regulations. Trainees are then invited to read public service announcements on the air. By the end of the two-hour session. the trainees are usually exhausted, excited, and eager to get started with their own programme.

Studio B 2013-14: For the first part of the Fall Season the Studio B trainer provides production guidance and instruction for those wishing to use this off-air production studio. Training can be as simple as explaining how to use the logger system, or supporting much more complex multi-track projects. As the season progresses, the number of people needing training declines, so the Studio B trainer turns to producing IDs, Promos, PSAs, and providing support for special programmes such as radio drama. Michael Lebovsky did a great job this year and he is scheduled to return to the position this fall.

PD Assistant/Trout Rodeo editor 2013-14: This position helps the Programme Director with regular weekly clerical work such as maintaining programme logs, promoting event days by putting up posters and distributing other material, chasing down outstanding community membership dues, typing the text broadcast schedule as displayed on trentradio.ca, writing and editing the seasonal broadcast schedule accordion pamphlet version of "Trout Rodeo", and producing and distributing of the "Year in Review" version "Trout Rodeo", and generally doing whatever odd-jobs around Trent Radio the PD needs done.

Allie Matteson took on the work this year. She was great to work with and especially good at assisting me with events promotion.

Fundraising 2013-14

The fundraising highlight of the year was certainly the 'Queen of George Street Ball', a fundraiser for both Trent Radio and Sadleir House organised and run by Trent Radio President Cailleigh Morrison to celebrate her birthday, taking place at the Spill on January 31st.

Thu 10 Oct "Welcome Back Trent Radio" Pub Night held at Sadleir House

Thu 21 Nov "The Trent Radio Revue" held at Sadleir House

Fri 06 Dec at noon Good n' Country Marathon

Fri 31 Jan "Queen of George Street Ball" held at the Spill

Programming & Events Highlights in Review

September 2013

Mon 02 Arthur article to recruit new students.
 Tue 03 Pre-Season began & TIP & OSWP positions began
 Fri 06 New Operators Introduction meeting held
 Mon 09 Arthur article to recruit returning students to programming
 Tue 10 Clubs & Groups Day on campus
 Tue 10 Programme Proposal Workshop at Peterborough Public Library
 Wed 11 Programme Proposal Workshop at Sadleir House
 Wed 11 Programme Proposal Workshop held at Lady Eaton College
 Thu 12 Programme Proposal Workshop held at Trent Radio House
 Thu 12 HS Co-op Interviews began
 Fri 13 Programme Proposal Deadline & Committee Meeting
 Mon 16 Fall 2012 broadcast season & Co-op placement begin

October 2013

Thu 10 "Welcome Back Trent Radio Pub night" at Sadler House
 Fri 11 Trout Rodeo schedule accordion pamphlets made available
 Fri 25 Annual Radio Drama auditions held
 Mon 28 Programmer Review meetings began

November 2013

Sun 10 Trent Radio Annual General Meeting
 Thu 21 Trent Radio Revue fundraiser held at Sadleir House

December 2013

Fri 06 Fall 2013 broadcast season ended at noon
 Fri 06 "Good 'n Country 24 Hour Radio Marathon" held
 Mon10-Fri20 EntreSeason /w Nader Nadernejad & Brook Piper - directors
 Mon 23 "Christmas Radio Takeover" on-air event /w Jess Grover

January 2014

Mon 06 Spring Season began
 Fri 17 Spring Edition "Trout Rodeo" fold-out pamphlet made available
 Fri 31 The "Queen of George Street Birthday Ball" fundraiser was held

February 2014

Mon 03 Geek Day event day held on-air
 Thu 13 Post-Geek Day Pub Night held at Sadleir House
 Wed 26 NCRA Homelessness Radio Marathon broadcast

March 2014

Mon 17 Trout Rodeo Year In Review
 Thu 27 Operator's Social & Recruitment at Sadleir House

April 2014

Sun 13 Summer Programme Proposals due at 12:00 noon
 Sun 13 Summer Season Planning Session noon Trent Radio House
 Sun 13 End of Spring Season Open House
 Mon 14 Deadline for Application for the Summer Operations and Information Manager position
 Thu 17 End of Spring 2014 broadcast season at noon & Shutdown begins
 Sat 19 Apr "Retro Booty Jam" event day held

TIP & TWSP Staff 2013-14

TWSP PD Assist. & Trout Rodeo Editor - Allie Matteson
 TIP PM Assistant - Mauricio Interiano
 TWSP Physical Plant – Abdirazak (AJ) Jama
 TWSP StudioB and Digital Editing Trainer - Mike Lobofsky
 TWSP Music Archivist - Callista Durose-Moya
 TIP Spoken Word - Cherlese Ruan

High School Co-op Students:

Fall13 Brooke Piper from Adam Scott
 Fall13 Nader Nadernejad - Lakefield District Secondary School
 Spr14 Alex Bertrand - Adam Scott

Regular Staff

Programme Director: James Kerr
 Production Manager/R&RFGM/AGM : Jill Staveley
 GM & VP: John K Muir (also Studio A Training)

Operators (ss = self-support)

Sun am: ss / aft: ss / eve: Geoff Barnes
 Mon am: Alissa Paxton / aft: Brett Trimbee / eve: Caileigh Morrison & Shannon Culkeen
 Tue am: ss / aft: Pat Reddick / eve: Bennett Bedoukian
 Wed am: ss / aft: Alex Karas / eve: Jess Grover
 Thu am: Scott Cecchin / aft: Matthew Poppleton / eve: Sable Guttman
 Fri am: Sara Ostrowska / aft: Wes Grist & Anthony Gulston / eve: Abram Hawkins & Leah Hawkins
 Sat am: ss / aft: ss / eve: Atticus Bakowsky, Nader Nadernejad & Brooke Piper

STATEMENT OF PERFORMANCE

Overall, it is my opinion that:

- 1) Trent Radio's programming is balanced, and
- 2) Trent Radio's programming is in compliance with its broadcast license.

Hard copy programme logs for each broadcast day are to be completed and kept for one year.

Programmers are reminded to initial the programme log and to check for sponsorships.

All sponsorship sheets are completed and kept for one year.

All music sheet data is now kept for at least one year. Programmers are reminded to account for all music played noting Canadian content and other information.

Average weekly broadcast hours (excluding "Radio Free Peterborough")

Description	Fall09	Spr10	Fall10	Spr11	Fall11	Spr12	Fall12	Spr13	Fall13	Spr14
Total live b.casting hours / week	77	77	83	83	84	84	87	87	80	80
Number of Producers	103	103	97	101	106	110	110	111	101	102
Number of Programmes	78	80	91	89	96	98	86	92	84	85

Content Category Stats prepared for BoD 14 April 2014 / James Kerr, PD

Content Category	CRTC Required	TRadio Required	Fall/Spr AY10-11	Fall/Spr AY11-12	Fall/Spr AY12-13	Fall/Spr AY13-14
Category 1 - Spoken Word	Min 15% of all programming	Min 25% of all programming	32%	30%	30%	32%
SubCat 11- News			-	-	-	-
SubCat 12 - S/W Other			53.33hrs	50.32hrs	50.40hrs	54.04hrs
Category 2 - Popular Music		max 60% of all music	56.50hrs	58.61hrs	53.61hrs	54.00hrs
			49%	50%	47%	47%
SubCat 21 - Pop Rock Dance	at least 20% Cat2 other than SubCat21		23.07hrs	22.19hrs	19.53hrs	19.00hrs
			40.8%	37.9%	36.5%	32.1%
SubCat 22 - Country & C'try Oriented			12.87hrs	12.23hrs	12.15hrs	12.03hrs
SubCat 23 - Acoustic			18.27hrs	21.97hrs	19.89hrs	20.24hrs
SubCat 24 - Easy Listening			2.30hrs	2.16hrs	1.98hrs	2.30hrs
Category 3 - Traditional & Special Interest	min 5% of all selections	min 5% of all selections	58.13hrs	59.00hrs	59.90hrs	59.90hrs
			35%	35%	36%	36%
SubCat 31 - Concert			4.30hrs	4.48hrs	2.66hrs	4.35hrs
SubCat 32 - Folk & Folk Oriented			10.83hrs	15.37hrs	12.37hrs	13.14hrs
SubCat 33 - World Beat & International			15.50hrs	13.48hrs	11.86hrs	11.34hrs
SubCat 34 - Jazz and Blues			8.73hrs	8.11hrs	6.68hrs	7.29hrs
SubCat 35 - Religious			2.63hrs	3.50hrs	7.84hrs	6.05hrs
SubCat 36 - Audio Art			16.13hrs	14.05hrs	18.49hrs	14.52hrs
Total Category 1			1600hrs	1561hrs	1563hrs	1676hrs
Total Category 2			1695hrs	1817hrs	1662hrs	1674hrs
Total Category 3			1744hrs	1830hrs	1858hrs	1656hrs
Total Category 1, 2, and 3			5039hrs	5208hrs	5083hrs	5206hrs
Broadcast Weeks this Season			30	31	31	31
Regular Programming (avg hrs / week)	Min 42 hours	Min 42 hours	83.5hrs	84.2hrs	86.52hrs	80.4hrs
"Hits" Played	no spec	Max 5%	< (TR)Max	< (TR)Max	< (TR)Max	< (TR)Max
Advertising & Sponsorship	Max 504 mins	Max 252 mins	< (TR)Max	< (TR)Max	< (TR)Max	< (TR)Max

**Programme Director's AGM 141016 Report (Part #2) for Fall 2014
prepared by James Kerr 19 Sept 2014**

The Programme Director is charged with all matters programming. In addition, the Programme Director leads and supports fundraising and takes opportunities to work with students from the main campus of Trent University.

September 2014 - Activities

- Wed 04 Aug Trent Radio published an article in a special issue of the Arthur Newspaper for the 50th Reunion of Peter Robinson College, aimed at attracting alumni to visit Trent Radio.
- Mon 01 Sep Trent Radio published an article in the Arthur Newspaper aimed at attracting first year students to programming, and introduced the Programme Proposal Workshops
- Wed 03 Sep Pre-Season began & TIP & OSWP positions began
- Mon 08 Sep Trent Radio published an article in the Arthur Newspaper to attract returning students
- Mon 08 Sep Trent Radio presented at the first Cultural Studies 2035 class to attract students to participate briefly in Trent Radio in lieu of an assignment
- Tue 09 Sep Co-op Interviews began
- Tue 09 Sep Programme Proposal Workshop held at the Peterborough Public Library
- Wed 10 Sep Clubs & Groups Day on campus
- Wed 10 Sep Programme Proposal Workshop held at Sadleir House
- Wed 10 Sep Programme Proposal Workshop held at Bata Library at Trent University
- Thu 10 Sep Programme Proposal Workshop held at Sadleir House
- Thu 10 Sep Programme Proposal Workshop held at Trent Radio House.
- Thu 12 Sep Programme Proposal Workshop held at Trent Radio House
- Fri 12 Sep Programme Proposal Deadline & Programming Committee Meeting
- Mon 15 Sep Fall 2014-15 Broadcast Season began and Co-op placements began
- Mon 16 Sep Trent Radio continues publishing articles in the Arthur Newspaper
- Thu 25 Sep "Welcome Back Trent Radio" fundraising event scheduled to be held at Sadleir House as part of the 'Jolly Hangman Pub Night' series.

Fall 2014 so far (compared with Fall 2013 this time last year and previous):

Fall14	Fall13	Fall12	Fall11	Fall10	Fall09	Description
88	84	80	96	83	69	Regular scheduled programmes from
106	101	102	106	86	89	Programmers, comprised of
46	44	56	48	36	50	TrentU students
60	57	46	58	50	39	Community Members
8	7	-	-	-	-	Part-Time Trent U
6	10	-	-	-	-	High School Students
4	4	0	7	5	6	TrentU & Community Groups

There are currently two unscheduled programmers in the broadcast schedule. Both listed narrow availability during high-competition times - weeknight evenings after 1900h, and were unwilling to take offered programme times outside this narrow window.

Trends so far:

- **Co-hosts:** Programmers this year are less likely to "go it alone" and more likely to have a co-host to help them. As a result many programmes in the schedule are more conversational in tone than individually introspective.
- **Talk:** Spoken word programmes are popular this year; usually taking on lighter topics of interest such as food, popular culture or technology.

• **Polarisation of Musical Genres:** Music programmes this season have divided themselves into two extreme categories - the pop, rock, dance of sub-category 21, and on the opposite end of both the spectrum of CRTC content and musical sensibility, the turntablism, electronica, experimental psychedelia and audio art of sub-category 36. There is very little in-between - Concert, Folk, World-beat, or Jazz & Blues, in this year's schedule.

Operators Fall 2014

Geoff Barnes
Jack Smye
Jess Grover
Matthew Poppleton
Keigan Lasch *

Ken Mills *
Patrick Reddick
Kai Hawkins
Augusta Veno *
Josh O'Brien *

Alex Karas
Rob Hailman *
Theresa Chomko *
Tristan Moher *

* New to the Operator position this season.

Operators are drawn from trusted Programmers from the past year and from Executive Producers of the previous summer season. Occasionally a volunteer will become an Operator when they have a strong interest in Trent Radio but no desire to programme directly. This year a full half of our Operators are new to the position, attracted by an article published in the student newspaper "Arthur", solicitation at "Clubs & Groups Day" on Symons Campus, or by the encouragement of the Programme Director.

Trent Work Study Position (TWSP) Jobs 2014/15

PD Assist. & Trout Rodeo Editor – Hayley Raymond
Music Archivist – Callista Durose-Moya
TIP PM Assistant Position – Mauricio Interiano
Orientation & StudioA Training - John K. Muir
StudioB and Digital Editing Trainer - Michael Lobovsky
Physical Plant – Sarah Richardson

Co-op Student: Myles Lonergan from Thomas A Stewart is the afternoon Co-op student this season, here between 1230h and 1445h. Myles makes coffee, cleans, and makes the space welcoming for programmers as he sorts the Smooth Operator binder of community announcements, in anticipation of the 1400h Smooth Operator programme that he hosts. The 1400h Smooth Operator is a likely time for interviews to be booked with touring bands and other interesting people coming through Peterborough, and Myles looks forward to interviewing regularly.

Goals for Fall 2014:

Goal #1: Radio Drama: Through the Community Radio Fund of Canada RadioMeters programme we have received a grant this year for a "Local Content Development Project", where Production Manager Jill Staveley and I will undertake a massive radio drama production schedule in conjunction with several key theatre people from around Peterborough, including Mysterious Entity's Em Glasspool. Much of my time this year will be devoted to the production of exceptional local radio drama. The principal goal of this year is to draw from as many volunteers from around Peterborough as possible and make the most and the best radio drama we can.

Goal #2 Volunteer Development: The key to Trent Radio running smoothly is having a strong volunteer base. A stable Operator schedule will allow the Local Content Development Project and it's radio drama to run successfully. The goal for this year is to maintain the regular schedule as both consistent and vibrant.

Studio A Fall 2014: Training for the on-air broadcast studio is two hours in length, and divided roughly into two one-hour sections. For the first hour John Muir provides orientation to the trainees as to the history of the organisation, provides context, and inspires them with the philosophy of community radio. For the second hour of training I – the Programme Director – lead the trainees through the studio itself, informing them of various operational procedures, CRTC regulations, and how each button and dial works. I then get the trainees to read public service announcements on the air to relieve their nervousness at a first time broadcast experience. By the end of these two hours the trainee is exhausted, excited, and eager to get started with their own programme.

Studio B Fall 2014: Returning this year, Michael Lobovsky will assume the duties of Studio B Trainer. Mike will instruct programmers in the use of the sound editing software in Studio B to help them create back up shows, short audio promotions, intros, and more. As Studio B training sessions becomes less frequent Mike will be helping with the post-production of radio dramas.

PD Assistant Fall 2014: Hayley Raymond, a 2nd year History major at Trent University is assuming the duties of the Programme Director's Assistant this year. Her roll has been instrumental in the busy September time. She has been aiding in compiling data, assisting me in workshops and at Clubs & Groups day on campus. She has typed the text broadcast schedule for display on the Internet from programmer's proposals and is re-compiling that schedule for use on the fall Trout Rodeo accordion pamphlet. Hayley will distribute the Trout Rodeo around Trent University and Peterborough, letting everyone know Trent Radio's broadcast schedule.

[end]

**Programme Director's AGM 141116 Report (Part #3)
ADDENDUM @ 05Nov 2014**

Programming Stats Update:

Now	Fall14	Fall13	Fall12	Fall11	Description
91	88	84	80	96	Regular scheduled programmes from
112	106	101	102	106	Programmers, comprised of
51	46	44	56	48	TrentU students
61	60	57	46	58	Community Members
8	8	7	-	-	Part-Time Trent U
7	6	10	-	-	High School Students
4	4	4	0	7	TrentU & Community Groups

Notes:

This is a busy season. There are currently 3 unscheduled programmes awaiting an opening in the schedule. They will be booked as soon as room allows. Trent University's Reading Week, often a cause of ill attendance, did not affect as adversely again this year as it has in the past.

**General Manager's Report for Trent Radio AGM 141116
prepared and revised by John K Muir, Vice-president & General Manager**

Preamble:

Established and operated by the students of Trent University for the benefit of the community as a whole and in anticipation of broad community participation, Trent Radio is designed with the production of exceptional radio in mind.

Its aims and objectives include producer-oriented programming and the production of creative local radio.

Administrative Mission:

The general support for the education as well as the artistic, research and administrative activities by those involved in the organisation.

The provision of radio production equipment and related training, workshops, direction and facilities in support of radio programming activities and programmer development, and;

In carrying out that mission the following functions are performed:

The operation, maintenance and development of 715 George Street which houses an archive, three radio studios, associated meeting areas, offices, storage facilities, and a revenue-producing residential rental apartment;

The operation and maintenance of a licensed 700 watt ERP radio transmission facility at Television Road, with the addition of Internet accessible stream sources;

The provision of salaried and contracted programming personnel with the specific charge to provide direction, support, and inspiration to volunteer programmers and community contributions.

Overview:

Operations reflect ongoing and project priorities established over the last five to fifteen years, as well as moving towards making support of the mission more manageable;

- a) general on-going programme and production direction
- b) the purchase, operation and maintenance of rf & digital transmission and related equipment
- c) the purchase, development and maintenance of 715 George Street - Trent Radio House
- d) the maintenance and improvement of spoken word and music collections, with a special emphasis on local content management and development.
- e) the establishment of, and ongoing infrastructural improvements delivering improved ergonomic function, access and safety to, a flexible production and dissemination facility, to aid and abet inspired contributions of community programming, production and support for same
- f) production and distribution of publicity (Trout Rodeo & guides)
- g) support for the development of radio art pursuant to stimulating innovative programming
- h) general day-to-day administrative and technical direction and support
- i) related office, building & technical overhead
- j) developing on-going and new sources of revenue in support of the above.

Operational and Other Highlights not covered in other reports

Staff: Volunteers' support of staff at Trent Radio is always stalwart and more than could be reasonably expected. Our Programme Director, James Kerr, who is Trent Radio's key and front-line person did a fabulous job last year, and all in all the organisation did all right with only two staff people. Having said that, it's very clear that if Trent Radio is to meet current operating expectations three staff people are essential. Welcome back Jill Staveley!

Infrastructure: Preliminary planning is underway to make technical upgrades and accessibility improvements no sooner than the summer of 2016

Canada Summer Jobs 2014: We were not successful in obtaining any money from this source this year.

Local Content Manager: Please see Steve McNabb's comments about the hard work Matt Jarvis has put into the Local Content Management Project. Thank you Matt!!

Summer Operation Manager: Jack Smye was hired and did an excellent job of doing all that needed to be done for regular operations AND our gratitude for his unflagging commitment and enthusiasm which was crucial to the success of Trent Radio's participant in TrentU's 50th anniversary celebrations.

TWSP & TIP Grants: Our TWSP allocation of \$5,000 for AY2013-14 was increased to \$5,400 for AY2013-14, and our TIP allocation for AYE14 was \$1,168.50 which represents a subsidy of about 50% based on 200hours at \$10.25/hour. The TIP allocation for AYE15 will reflect the Ontario minimum wage increase to \$11.00/hour

Licence Renewal: As part of CRTC Broadcasting Decision 2014-216, Trent Radio's licence to operate our broadcast undertaking was renewed to 31 August 2021, on 07 May 2014
- qv <http://www.crtc.gc.ca/eng/archive/2014/2014-216.htm>

Community Radio Foundation of Canada (CRFC) Grant: During YE14 Trent Radio was awarded \$30,000 through the CRFC "Radiometres" scheme for a "Local Content Development Project", a two-part initiative that will provide us the opportunity to develop our production and creation skills, and build a sustainable flow of locally-sourced creative content. The project will focus on "radio drama" and the development of content, support data and biographical documentation for Trent Radio Local Content Archive - collection of locally-produced music, audio art and spoken word digital audio material.

The main objectives of the Local Content Development Project are to:

- a) create locally-reflective content for broadcast
- b) develop in-house Theatre Craft skills through working with local theatre artists for the production of radio drama create and develop relationships with local theatre artists to build collaboration possibilities and diverse community participation.
- c) enhance the Local Content Archives on an on-going basis as it is a valuable source of information and audio tracks reflecting the creative activities of the Peterborough region, for the purposes of programming at Trent Radio, and as a cohesive archive collection for the community at large.

As performance indicators;

- a) Trent Radio will put out an open call for locally written scripts: In total we expect to garner between 8 and 12 original scripts, and between 5 and 20 shorts or skits.
- b) Trent Radio will put out an open call for participants in the production of Radio Drama: it is expected that between 10 and 30 participants would take part in this initiative.
- c) The Trent Radio Local Content Development Project will enable the production of 8 fortnightly broadcasts of original Radio Drama scripts, to be aired between January and April 2015, and subsequently stored in the Local Content Archive for future reference and repeat broadcast.
- d) Trent Radio will record and broadcast 5 Theatre Craft based workshop sessions,
- e) Trent Radio will update and enhance its Foley and sound effect resources at Trent Radio for the final live broadcast Radio Drama performance, and deliver 1 radio workshop broadcast as a complementary educational and resource tool for the project.
- f) Trent Radio will curate and produce 1 live performance event called the "Trent Radio Revue" at Sadleir House, featuring approximately 20 Trent Radio volunteers and community members. The performance will be recorded and broadcast on Trent Radio during the December 2014 Entre-Season.
- g) The final project of the Local Content Development Project will be the production of 1 live Radio Drama Broadcast, to be performed and broadcast live from the Trent Radio Kitchen in April 2015, using Foley materials and live musical accompaniment exclusively.
- h) The Local Content Development Project will gather, edit and input biographical and support content for all artists and community members included in the Trent Radio Local Content Archives – a collection of over 9000 tracks of content created locally in the Peterborough region – including music, interviews, audio art, radio dramas and spoken word/poetry.

The CRFC will provide funding of up to \$30,000 for the following expenditures as shown;

Expenditure	CRFC	TRadio
Script Commissioning from Local Writers x 2 @ \$750ea	1,500	-
4x Theatre Craft Mentors (develop and deliver workshops during Fall 2014 (5 sessions), participate in production of initial Radio Drama scripts for broadcast (2 session). 4 x \$1500)	5,600	400
Director (provide Theatre Craft Mentorship for the production of the Live Radio Drama Broadcast in Apr 15)	500	-
Trent Radio, Radio Drama Production Leader (12hrs/week for 40 weeks / 480hrs @ \$15.53/hr) + statutory and health benefits	8,500	-
Trent Radio, Local Content Development Project Manager (15hrs/week for 40 wks @ \$17.31/hr) + statutory and health benefits	12,000	-
Sadleir House Rental (Trent Radio Revue) (event venue, November 2014)	-	200
Production Supplies (Paper, Printing, USB Sticks, Pens, Perishables)	250	-
Advertising & Promotion (Call for scripts, and participants in local publications, promotion of broadcast projects)	500	500
Foley Development (acquisition of additional foley art materials)	150	-
Community Participant Honoraria for Live Broadcast in April (voice actors, foley artist, live musicians)	1,000	200
Allowance for staff and volunteer participation	-	12,000
Allowance for on-air publicity	-	1,000
Allowance for hospitality (coffee, tea, water, snacks)	-	250
Sub-Totals >	\$ 30,000	\$ 14,550
Grand Totals >		\$ 44,550

Timeline: The project is to run from 01 July 2014 to 01 June 2015

Activity	Date
Call For Participants & Call For Script Submissions (due September 2014);	Jul 2014
Commission 2 Scripts from Local Writers (due October 2014)	Aug 2014
Prepare Project Calendar and Production Goal Timeline for reference and approval by LCDPM, RDPL & GM	Aug 2014
Confirm Participation from Theatre Craft Mentors for delivery of educational workshops in Fall 2014	Sep 2014
Audition Applicants	Sep - Dec 2014
Theatre Craft Development Workshops	Oct - Dec 2014
Fortnightly In-Studio Skill Building, Creation & Production Sessions	Sep 2014 - Apr 2015
Fortnightly Broadcast	Nov 2014
Trent Radio Revue, Live Performance, Recorded and broadcast on Trent Radio during Entre Season	Oct 2014 - Mar 2015
Production of original Radio Drama Scripts	Feb - Apr 2015
Rehearsals for Live Performance Radio Drama Broadcast	Apr 2015
Live Performance and Broadcast of Final Production of the Project	Jul 2014

CRFC has announce a that the next call for funding will be in January 2015.

A respectful thank you and recognition to all make their contribution to Trent Radio.
John K Muir, VP & GM <jkmuir@trentradio.ca> / 16 Nov 2014

<end>

Scapegoat Report for AGM 141116 / prepared by Paul Cleveland

Ego sum reus omnium causa defectus. *I am guilty - the cause of all failures.*

President's Report for Trent Radio AGM 16 Nov 2014

prepared by Cailleigh Morrison, President & Chair

Another year, another president's report. This year was pretty intense for me, what with starting grad school, planning for Trent's fiftieth, and all those other changes that come with growing up. I am happy to report that while my life felt like a whirlwind, Trent Radio stayed calm, cool and collected through it all. No major crises, and even some exciting growth – our new partnership with the Trent Annual will make the next few years very interesting.

There are two people in particular that I would like to single out for some extra praise. Matt Jarvis has continued on as the Local Content Music Project Manager this year, and he is doing some positively magical things with computers and music. His name may not start with a J like everyone else who works at Trent Radio, but he has proven himself to be a very important member of the team despite his initial shortcomings (get it? Get it?). Jack Smye has been another Trent Radio all-star this year. His work on the 50th anniversary broadcast was phenomenal; few could fill his up-all-night shoes. I guess we should have expected it though; his name does start with a J.

As per the usual, I must thank the rest of the J-team: Jill Staveley, James Kerr, and John Muir. You all work tirelessly to make Trent Radio the friendly, weird little place that it is, and without your guidance and knowledge the building would probably just fall over. Jane Atkinson, Shannon Culkeen, Tracy Elliott, Wesley Grist, Steve McNabb, and Matthew Poppleton: you are all excellent board members – don't forget Trent Radio as you travel far and wide! A special thank you to Anthony Gulston and Philip Benmore for helping with the 50th broadcast; yours are classic Trent Radio voices. Keep talking! Finally, I'd like to take a moment to acknowledge Brion Wagner and how sorely he is missed.

In closing, it's been an excellent four years as President, and I'm excited to see someone new take on the leadership role this year. Don't worry though – I'm not leaving! I'll just be seconding motions instead of asking for them. Thanks for being there, Trent Radio. I'm glad I could be there for you.

Yours in sappiness,

Cailleigh Morrison

[end]

Financial Review for one year ending 31 August 2014

Financial Statements of

TRENT RADIO

August 31, 2014

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REVIEW ENGAGEMENT REPORT

To the Directors
Trent Radio

We have reviewed the statement of financial position of Trent Radio as at August 31, 2014 and the statements of changes in net assets, operations and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of inquiry, analytical procedures and discussion related to information supplied to us by the organization.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.

McColl Turner LLP

Licensed Public Accountants

Peterborough, Ontario
November 12, 2014

TRENT RADIO

STATEMENT OF FINANCIAL POSITION (Unaudited)

August 31, 2014

	2014	2013
	\$	\$
ASSETS		
CURRENT ASSETS		
Cash	779	9,219
Accounts receivable	5,417	10,969
Prepaid expenses	1,505	2,510
	7,701	22,698
CAPITAL ASSETS (note 4)	46,691	47,565
	54,392	70,263
LIABILITIES		
CURRENT LIABILITIES		
Accounts payable and accrued liabilities	3,032	52,419
Current portion of long term debt	2,823	2,597
	5,855	55,016
LONG TERM DEBT (note 5)	45,896	48,719
DEFERRED CONTRIBUTIONS (note 6)		
Operating fund	23,610	15,870
	75,361	119,605
NET ASSETS		
Invested in capital assets	46,691	47,565
Unrestricted	(67,660)	(96,907)
	(20,969)	(49,342)
	54,392	70,263

See accompanying notes to the financial statements

1

TRENT RADIO

STATEMENT OF CHANGES IN NET ASSETS (Unaudited)

Year Ended August 31, 2014

	Invested in capital assets \$	Unrestricted \$	2014 \$
BALANCE - beginning of year	47,565	(96,907)	(49,342)
Excess of revenue over expenses (expenses over revenues) for the year	(7,996)	36,369	28,373
Operating funds used to purchase capital assets	7,122	(7,122)	-
BALANCE - end of year	46,691	(67,660)	(20,969)

	Invested in capital assets \$	Unrestricted \$	2013 \$
BALANCE - beginning of year	3,620	(48,816)	(45,196)
Excess of revenue over expenses (expenses over revenues) for the year	(8,694)	4,548	(4,146)
Operating funds used to purchase capital assets	13,157	(13,157)	-
Operating funds used to repay debt incurred for purchase of capital assets	39,482	(39,482)	-
BALANCE - end of year	47,565	(96,907)	(49,342)

See accompanying notes to the financial statements

2

TRENT RADIO
STATEMENT OF OPERATIONS (Unaudited)
Year Ended August 31, 2014

	2014	2013
	\$	\$
REVENUES		
Membership fees	112,787	109,882
Donations and fundraising	27,491	33,481
Sponsorships	1,817	855
Federal grants	-	5,377
Province of Ontario grants	6,889	5,202
Municipal grants	2,500	2,500
Production and management fees	36,521	2,415
Rental income	10,500	10,260
Interest income	2	2
	198,507	169,974
EXPENSES		
Salaries, wages and benefits	111,764	104,831
Advertising and promotion	1,477	1,682
Equipment and line rentals	4,216	4,447
Postage, stationery and office supplies	2,638	3,618
Telephone	1,352	1,329
Heat and utilities	4,452	4,112
Programming	6,943	4,184
Repairs and maintenance	10,831	28,597
Professional fees	2,900	2,350
Insurance	3,625	3,591
Interest and bank charges	5,343	5,260
Production and management expenses	6,685	1,423
Amortization of capital assets	7,996	8,694
Miscellaneous	(88)	2
	170,134	174,120
EXCESS OF REVENUES OVER EXPENSES (EXPENSES OVER REVENUES) FOR THE YEAR	28,373	(4,146)

See accompanying notes to the financial statements

TRENT RADIO
STATEMENT OF CASH FLOWS (Unaudited)
Year Ended August 31, 2014

	2014	2013
	\$	\$
CASH PROVIDED FROM (USED FOR)		
OPERATING ACTIVITIES		
Excess of expenses over revenues for the year	28,373	(4,146)
Add amortization, an item not involving cash	7,996	8,694
	<u>36,369</u>	<u>4,548</u>
Changes in non-cash working capital items:		
Accounts receivable	5,552	(3,602)
Prepaid expenses	1,005	(1,775)
Accounts payable and accrued liabilities	(49,387)	15,223
Deferred contributions for operating funding	7,740	14,945
	<u>1,279</u>	<u>29,339</u>
FINANCING AND INVESTING ACTIVITIES		
Repayment of long term debt	(2,597)	(2,389)
Purchase of capital assets	(7,122)	(13,157)
	<u>(9,719)</u>	<u>(15,546)</u>
INCREASE (DECREASE) IN CASH FOR THE YEAR	(8,440)	13,793
CASH POSITION - beginning of year	9,219	(4,574)
CASH POSITION - end of year	779	9,219

See accompanying notes to the financial statements

TRENT RADIO

NOTES TO THE FINANCIAL STATEMENTS (Unaudited)

August 31, 2014

1. PURPOSE OF THE ORGANIZATION

Trent Radio is sponsored and operated by the students of Trent University and is shared with the community as a non-profit cultural and educational organization broadcasting to Peterborough and the Kawarthas as CFFF-FM, 92.7 FM.

The organization was incorporated on January 16, 1978 without share capital under the laws of Ontario. It is a registered charity under the Income Tax Act (Canada) and, as such, is exempt from income taxes.

2. SIGNIFICANT ACCOUNTING POLICIES

(a) *Basis of accounting*

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

(b) *Revenue recognition*

Trent Radio follows the deferral method of accounting for contributions.

Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assumed.

Externally restricted contributions are recognized as revenue in the year in which the related expenses are recognized. Contributions restricted for the purchase of capital assets are deferred and amortized into revenue on a straight-line basis at rates corresponding with the amortization rates for the related capital assets.

Restricted investment income is recognized as revenue in the year in which related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

(c) *Capital assets and accumulated amortization*

Purchased capital assets are stated at acquisition cost. Contributed capital assets are stated at fair market value at the date of contribution. Amortization is provided on a straight-line basis over the assets' estimated useful lives, which for the building is 25 years and for the equipment is 7 years.

(d) *Financial instruments*

Financial instruments are measured at fair value and then subsequently measured at amortized cost. Transaction costs incurred on the recognition of financial instruments are recognized over the life of the instrument.

(e) *Contributed services*

Volunteers contribute a significant number of hours per year to assist Trent Radio in carrying out its service delivery activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

TRENT RADIO

NOTES TO THE FINANCIAL STATEMENTS (Unaudited)

August 31, 2014

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(f) *Use of estimates*

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make certain estimates and assumptions that affect the reported amount of assets and liabilities and the disclosure of contingencies at the date of the financial statements and the reported amount of revenue and expenses during the period. Actual results could differ from those estimates.

3. FINANCIAL ASSETS AND FINANCIAL LIABILITIES

(a) *Measurement of financial instruments*

Financial instruments included on the statement of financial position consist of cash, accounts receivable, accounts payable and accrued liabilities and long term debt. The fair value of these financial instruments, other than the long term debt, approximates their carrying value due to their short term maturities. The fair value of the long term debt approximates its carrying value, as the future cash flows associated with the long term debt approximate the future cash flows for similar instruments that would be available to the organization.

(b) *Risks*

The company is exposed to various risks associated with its financial instruments as described below. Unless otherwise noted, there has been no change in risk exposure from the prior year.

(i) *Liquidity risk*

Liquidity risk is the risk that the organization will not be able to meet its obligations associated with financial liabilities. Cash flow from operations provides a substantial portion of the organization's cash requirements.

(ii) *Credit risk*

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge the obligation. The organization is exposed to credit risk in the event of non-performance by counterparties in connection with its accounts receivable. The maximum exposure to credit risk is the carrying value of accounts receivable. Accounts receivable are non-interest bearing and are generally due in 30 days. At year end there is no allowance for doubtful accounts as the organization believes the amounts are fully collectible.

(iii) *Interest rate risk*

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The organization's interest-bearing liabilities include accounts payable and long-term debt.

The organization has a fixed interest rate on accounts payable and long term debt. A change in market interest rates has no impact on cash flows required to service these debts. Consequently, the organization is not exposed to significant interest rate risk.

TRENT RADIO

NOTES TO THE FINANCIAL STATEMENTS (Unaudited)

August 31, 2014

4. CAPITAL ASSETS

The major categories of capital assets and accumulated amortization are as follows:

	August 31, 2014		August 31, 2013	
	Cost \$	Accumulated amortization \$	Cost \$	Accumulated amortization \$
Land	10,000	-	10,000	-
Building	137,008	113,871	137,008	108,390
Office equipment	20,774	20,774	20,774	20,774
Technical equipment	264,442	250,888	257,320	248,373
	432,224	385,533	425,102	377,537
Net book value		<u>46,691</u>		<u>47,565</u>

5. LONG TERM DEBT

Long term debt is as follows:

	2014 \$	2013 \$
8.5% promissory note, payable in 192 blended monthly payments of \$565, due August 15, 2025	48,719	51,316
Less principal payments due within one year classified as a current liability	(2,823)	(2,597)
	<u>45,896</u>	<u>48,719</u>

Principal repayments of the long term debt are due as follows:

	\$
2015	2,823
2016	3,067
2017	3,334
2018	3,623
2019	3,938
Thereafter	31,934
	<u>48,719</u>

TRENT RADIO

NOTES TO THE FINANCIAL STATEMENTS (Unaudited)
August 31, 2014

6. DEFERRED CONTRIBUTIONS

Operating funding

Deferred contributions represent unspent restricted operating funding received in the current year that is related to the subsequent year. Changes in deferred contributions are as follows:

	2014	2013
	\$	\$
Balance - beginning of year	15,870	925
Add (deduct):		
Contributions received during the year	22,780	15,080
Amount recognized as revenue in the year	(15,040)	(135)
Balance - end of year	23,610	15,870

7. ECONOMIC DEPENDENCE

Membership fees consist primarily of ancillary student fees levied to students enrolled at Trent University. Trent Radio relies upon the University to determine enrolment data and levy the appropriate fees to the students. The levy has been approved by student referendum and is collected from full-time students of Trent University in Peterborough.

8. COMPARATIVE FIGURES

Certain 2013 comparative figures have been reclassified where necessary to conform with the financial statement presentation adopted for 2014.