

TAKE NOTICE

there shall be an
ANNUAL GENERAL MEETING of
TRENT RADIO

- a corporation without share capital -

to be held, **SUNDAY, 22 NOVEMBER 2015, 11 A.M.**
at the Dining 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 16 November 2015.
- 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, Grants, 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 2015 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 2016.
- 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);

**Geoff Barnes (c), Shannon Culkeen (c), Alyssa Jeffrey (s), Steve McNabb (c),
Matthew Poppleton (s), Scott Somerville (s) and Josh White (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, 14 November 2015 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

= = =

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, 06 November 2015

MINUTES OF THE MEETING of MEMBERS held on Sunday, 16 November 2014 in the City of Peterborough, at the Senior Common Room, Sadleir House, 751 George Street North.

P R E S E N T: Caileigh Morrison, James Kerr, Shannon Culkeen, Stephanie Cann, Hayley Raymond, Mauricio Interiano, Patrick Reddick, J K Muir, Matthew Poppleton, Steve McNabb, Wes Grist, Calla Durose-Moya, and Augusta Veno.

R E G R E T S: Alexander Karas.

Notice of the meeting having been duly posted according to the by laws of the Corporation on the 5th day of November 2014, 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 11:05 a.m., with Caileigh 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 10 Nov 2013, 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 (see attached) :

| | |
|---|--|
| Social Convener | Radio Art |
| Summer Events Intern Correspondent | Summer Operations Manager - Jack Smye |
| Radio Free Peterborough - Steve McNabb | Local Content Management - Matt Jarvis |
| Donations, Sponsorship & Earned Revenue - John K Muir | Trent Annual Report - John K Muir /w notes from Esther Vincent |
| Production Manager (RRFGM & AGM) - Jill Staveley | Programme Director - James Kerr |
| General Manager - John K Muir | Scapegoat - Paul Cleveland (Accepted blame for all failures) |
| President - Caileigh Morrison | |

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 10 November 2013 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 2014:

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 12 November 2014.

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 2014 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 2015.

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; Shannon Culkeen (c), Wes Grist (c), Alexander Karas (s), Steve McNabb (c), Caileigh Morrison (s), Matthew Poppleton (s), and Augusta Vanhoof Veno (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.

Radio Art Report for Trent Radio AGM 151122
prepared by David Grenon.

No spirit disappears.
Every last hammer falling, every anvil ringing on and on and on.
No art but that faded desire for collaboration.
Through the longest night a tiny flame burns.
When boredom comes, when doubt comes, when truth comes, endurance becomes everything.

Aside from the many impromptu hours of experiment and repetition, we held three major sound art events.

21 December 2014, heard us working with people in Newfoundland, California, Peterborough, Peterborough, Peterborough. An infinite sustained improvisation. A meditation on that last faint flicker of hope; its disappearance, its inevitable return.

09 May 2015, heard us taking part in National Drone Day. One of many happenings across the country, bodies from Peterborough were reaping the harvest of nervous hands grinding against time and troubled electronics. Unprincipled, principled, unprovoked.

18 September 2015, heard us facilitating and broadcasting Artsweek noise and its noises; a community come together to deliver itself from nothing. Then, commissioned by Trent Radio, Shannon Culkeen and Alex Unger met for the first time alive on the radio. A burning history in voice and electronics.

This coming year, expect to abide again on 21 December, expect another National Drone Day marathon in May, expect to hear an error and mistake it for art.

No dream fulfilled.
No dream abandoned.
No spirit disappears.

[ends]

Summer Events Intern Correspondent Report 2015 for Trent Radio AGM 151122

Summer Events Intern Correspondent Report 2015 - prepared Pat Reddick 28 August 2015

Dates worked and role at Trent Radio: From 04May15 – 28June15 I performed the duties of both the SOIM and SEIC. From 29June15 – 28Aug15, I worked exclusively as SEIC. This transition was smooth because John, Jill, and James were still around during the first two months and took a lot of responsibility off my shoulders. Once Mike Lobovsky took over as SOIM, I was able to focus on producing more pre-recorded and more polished shows, rather than strictly live interviews.

Breakdown of content produced and broadcast: I produced 74 episodes of Smooth Operator, of which 65 were new productions, and 9 were repeat broadcasts. Not all shows were interview-based, but I interviewed 67 people in the shows that were.

Programming Highlight: The show on the Black Lives Matter rally in July. This show featured many different elements. There was music, poetry, speeches, and I got to talk a little bit more than usual to set up the context for the show. This show sounds different than almost everything else I produced this summer, and I mean that in the best possible way.

Personal Highlight: The Sadleir House tour show. This show involved a lot of editing, but I took it on before I had many skills in that area. The only reason I successfully completed it was because Jill showed me about seven techniques at once for how to edit audio. I had Jill explain the theory behind everything she had just shown me, and once I understood that I was able to experiment with it myself.

Favourite aspect of Trent Radio's Summer Season: Radio on the Lawn. In particular, I liked how busy it was that day, and how many different people came through the station. I really wish we had done more event days this summer, particularly event days like this one that specifically reach outside of the Trent Radio bubble to get new folks into the house.

SMOOTH OPERATOR GUESTS – SEIC 2015

Aiden Collett (local musician)
Kaz Cousins (Hollaback Ptbo)
Matt Davidson (OPIRG)
Courage Peterborough Press Conference
Dave Grenon (experimental music)
Trent Film Society (Amy Jane Vosper, Alex Karas, Tumelo Drametu)
Jagged (band)
Notta Comet (band)
Reily Young (a.k.a. Rest Now)
Sally Goodwin (Bike Art Show)
Jess Grover (on volunteerism)
Dick Bourgeois-Doyle (author)
Lizzy Bastiano (musician)
2 Dandelion Day organizers
Elizabeth Fennel (Gallery in the Attic)
Elizabeth Fennel (Darkroom Project)
Su Ditta (Electric City Culture Council)
Jill Staveley (RC4G)
Meghan Johnny (Guerilla Gardening)
Rebecca and Tamara (musicians)
Sadleir House Tour with Cait Jones
Liana Honsinger (NCC Canada Day)
Tiffany Nicholson-Smith (Peterborough Yoga Festival)
GM Craig Stephens (Circle Kung Fu and Tai Chi)
NCC Canada Day Media Launch
Jon Lockyer (Artspace)
Ode'min Giizis retrospective
Kelsey Powell (4th Line Theatre)
Jayme Coughlin (Sugar Daddy Sodas)
I, the Mountain (band)
Matt Davey (dotBunny Studios)
Mike Lobovsky (SOIM)
Canada Day recap mini shows
Rock Camp for Girls junior rock squad
Andy Pryde (pre-production)
Melinda Richter (Curated)
Katie Adamson (local performance artist)
Peer Christensen (Christensen Fine Art)
Black Lives Matter Rally
Evan Gentle (Queer Cafe)
Lindsay Stroud and Sue Sauve (Peterborough Pulse)
Bill Kimball (Dusk Dances)
Marion Burton (Peterborough and District Labour Council)
Rob Hailman (musician)
Stephen Horner (CUPE 3908)
Juila Smith and Sean Carelton (Graphic History Collective)
Caileigh McKnight and Rachelle Sauve (End Immigration Detention)
August MacDonald and Mack Pearce (Peterborough Improv Guild)
Fynn Leitch (Art Gallery of Ptbo)
Marcy Adzich (Ecology Park)
Elizabeth Thippawong (Ptbo Housing Co-op)
Pippa O'Brien (Debate analysis)
Gwyneth Fischer (GitA Artist in Residence)
Food Not Bombs x 5

Summer Operation & Information Manager's Report for Trent Radio AGM 151122 prepared by Mike Lobovsky 31 Aug15 for BoD Meeting

Summer Operations 2015

Overview:

The summer season commenced on Monday, 31 April 2015. The summer season came to an end on Friday, 14 August 2015. Generally, broadcast hours were 1700-2200 on weekdays and 0800-2100 on Saturdays, for a total of about 42 hours per week. Office hours were 1300-1700 on weekdays. Studio A was open for production 1300-1630 by appointment. There were 54 programmers over the summer months.

Key Events of the Summer 2015

April 2015

27 - Start of Trent Radio's Summer Season programming.

May 2015

04 - Summer Events Intern Correspondent (SEIC) Pat Reddick starts work

05 - SEIC and Aiden Collect (co-op student) co-host a weekly Smooth Op featuring high school aged musicians in Peterborough.

09 - Dave Grennon organised a special radio event day called Drone Day spotlighting the genre of drone music.

27 - Online music sheet submission is unavailable for the next two weeks. Programmers are instructed to keep a record of music on paper sheets.

June 2015

01 - SEIC goes into the field to cover the New Canadian Centre's Multicultural Canada Day celebrations.

08-12 - Trent Radio broadcasts the Trent University Convocation.

12 - Programme Director and Production Manager go on temporary leave.

29 - Summer Operations and Information Manager (SOIM) position begins

July 2015

08 - Miller Pest Control came to eliminate the pests nesting outside the upstairs apartment door. They decided not to kill the endangered honeybees.

09 - Andrew Friesen from the CBC used our facilities to conduct a telephone interview with Jade Willoughby.

15 - The City of Peterborough replaced pipes from under our front lawn. The lawn was thereby destroyed. The summer management team ordered sod and repaired the lawn.

18 - Our on-air telephone line stopped working. Bell was unable to restore the line for the rest of the season. The issue was flagged a total of 5 times by various technicians.

- 22 - The Wi-Fi system at Trent Radio was restored to factory settings by an unknown cause. John reprogrammed the system.
- 29 - Radio on the Lawn was a great success. This event was curated to be geared towards all forms of radio art. Some highlight acts included Mellissa Payne, Lindsay Barr, and spoken word from the Peterborough Poetry Slam. Technical operations were done by Dave Grennon, Pat Reddick and myself.

August 2015

- 05 - Off-Air. Trent Radio was taken off-air by The Drain Brothers. The construction team working next door dug into the earth and severed over 40 individual telephone wires. Programming was cancelled August 5th and 6th.
- 06 - Off-Air. Trent Radio was taken off-air by The Drain Brothers.
- 10 - Food Not Bombs Peterborough 5-Part Documentary Series airs every night of this week. SEIC and SOIM attend Food Not Bombs meals and cooking sessions throughout July and August to produce a 5-part series on the group, featuring conversations with administrators, volunteers, and community members who drop in for the weekly feast. Often, and intentionally, the lines between these groups are heavily blurred.
- 12 - Despite communication with many local community groups, the Youth Radio Project was unsuccessful as I was unable to gather participants.
- 14 - The final day of the 2015 summer radio season.

General Comments

The summer team at Trent Radio has been wonderful and reliable this season. The executive producers, programmers, and volunteers worked together to make this season run as smoothly as possible despite the many unanticipated problems that arose. The major highlights of the summer season included Trent Radio's intensive coverage of Canada Day, Radio on the Lawn, Drone Day, and the 5-part documentary series on Food Not Bombs Peterborough. Regular programming this season reflected the richness of culture that embodies our community. This season was used to gain relationships with various community groups like Food Not Bombs Peterborough. Overall, I am thrilled to be able to comment that exceptional radio was produced throughout the season.

It is my opinion that Trent Radio's 2015 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 2007-381 Ottawa 17Oct08), and d) in compliance with all relevant particulars of the "Broadcasting Act, 1991".

Mike Lobovsky, Summer Operations & Information Manager 2015

Content Category Stats Summer 2015
prepared Mike Lobovsky, SOIM, 21 August 2015

| Content Category | CRTC Required | TRadio Required | Summer 2015 |
|--|---------------------------------------|----------------------------|----------------|
| | | | |
| Category 1 - Spoken Word | Min 15% of all programming* | Min 25% of all programming | 25% |
| SubCat 11- News | | | - |
| SubCat 12 - S/W Other | | | 27.49hrs |
| Category 2 - Popular Music | | max 60% of all music | 44.48hrs |
| | | | 40% |
| SubCat 21 - Pop Rock Dance | at least 20% Cat2 other than SubCat21 | | 14.26hrs |
| | | | 32.1% |
| SubCat 22 - Country & C'try Oriented | | | 9.40hrs |
| SubCat 23 - Acoustic | | | 18.17hrs |
| SubCat 24 - Easy Listening | | | 2.65hrs |
| Category 3 - Traditional & Special Interest | min 5% of all selections | min 5% of all selections | 40.03hrs |
| | | | 36% |
| SubCat 31 - Concert | | | 2.16hrs |
| SubCat 32 - Folk & Folk Oriented | | | 10.38hrs |
| SubCat 33 - World Beat & International | | | 9.56hrs |
| SubCat 34 - Jazz and Blues | | | 6.21hrs |
| SubCat 35 - Religious | | | 2.34hrs |
| SubCat 36 - Audio Art | | | 9.38hrs |
| Total Category 1 | | | 660hrs |
| Total Category 2 | | | 1068hrs |
| Total Category 3 | | | 960hrs |
| Total Category 1, 2, and 3 | | | 2688hrs |
| Broadcast Weeks this Season | | | 16 |
| Regular Programming (avg hrs / week) | Min 42 hours | Min 42 hours | 24:26 * |
| "Hits" Played | no spec | Max 5% | < (TR)Max |
| Advertising & Sponsorship | Max 504 mins | Max 252 mins | < (TR)Max |

* Excludes 101:34 RFP / week

Trent Radio CFFF

SUMMER EVENTS

July 29th

Radio On The Lawn

Live radio performances by Peterborough talent
broadcasting from the lawn of Trent Radio at the
corner of Parkhill St. and George St.

12 pm - 6 pm

August 5th and 12th

Youth Radio Project

Aiming to get local youth excited about radio!
Try it out and broadcast your own radio programme.
Currently looking for youth ages 12-17 to participate.

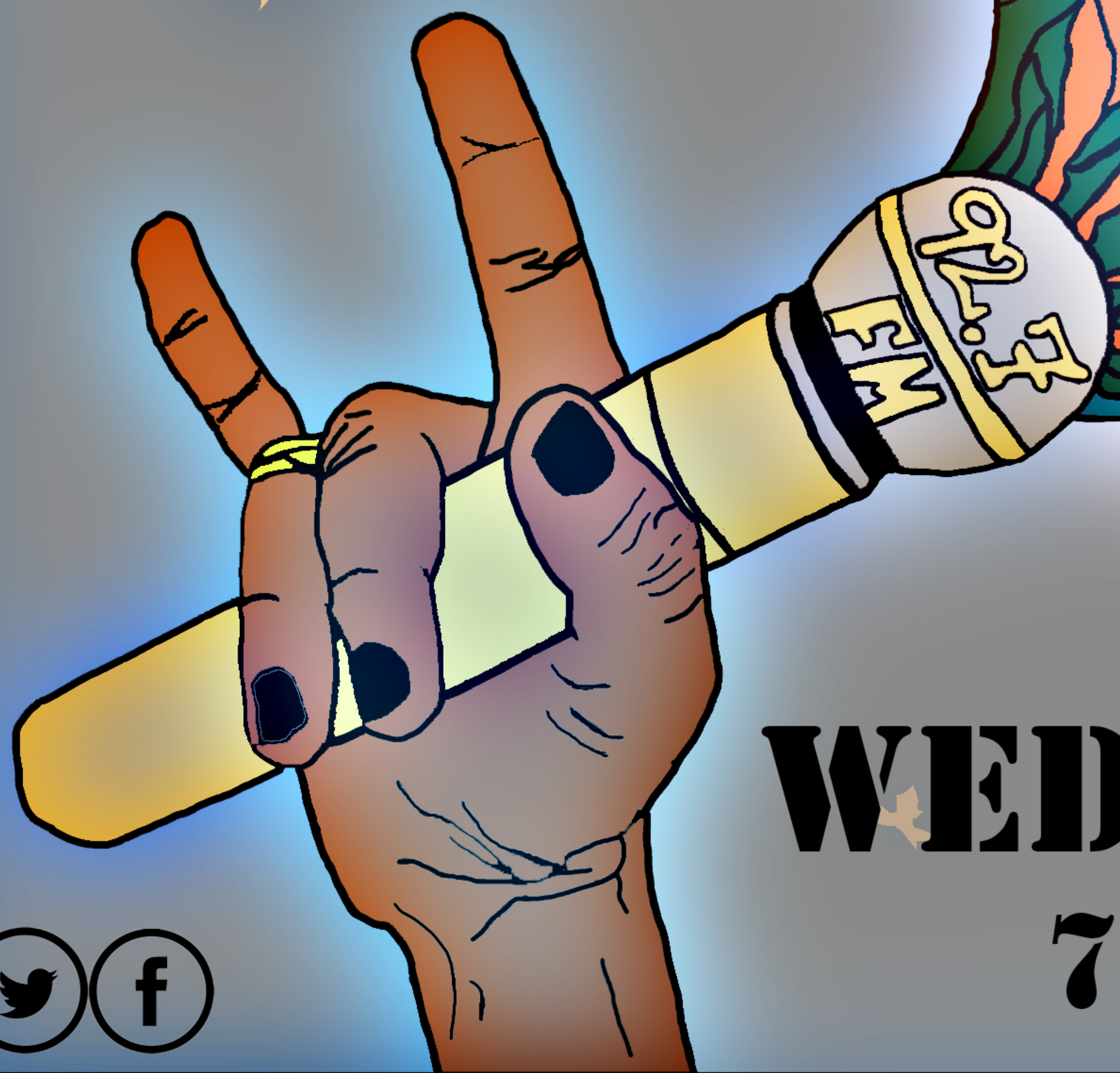
For more information or to sign up for the Youth Radio Project,
email us at mike.lob@gmail.com



TRENT **92.7** RADIO

Trent Radio CFFF
presents

Radio on the Crown



12PM - 6PM

WEDNESDAY, JULY 29TH

715 GEORGE STREET NORTH



Radio Free Peterborough (RFP) Report for Trent Radio AGM 151122 prepared by Steve McNabb

This year saw a great growth in the LCMP project catalogue to an impressive 11,387 tracks (as of the time of writing) and RFP has broken the 80k hours barrier weighing in at 81,000 tracks. Thanks to Matt and Jill the collection of Biography data has been growing steadily as well - adding much-needed context and additional info on many of the artists in the database.

Alas I haven't had many spare cycles to devote to RFP this year - between my family, my day job, a nine-month home renovation and a bunch of extra side work to help pay for it all I just haven't had much spare time to dedicate to anything but the most urgent bug fixes and server rehabilitation.

I would note that downloads of both the Trent Radio and RFP iPhone apps continue to spread the Peterborough goodness around the world. One of my hopeful goals for the next year would be to update the RFP app to support more LCMP-like functionality (searching, browsing, streaming by album or artist, etc). Will I get the time to actually do this? Who knows - but I'll try.

Thanks to everyone for their continued hard work behind the scenes to keep the LCMP project marching forwards. Well done!

[end]

Local Content Management Project (LCMP) Report for Trent Radio AGM 151122 prepared by Matt Jarvis

As of the writing of this report the Trent Radio Local Content project contains a total of about 750 hours of material – see <http://lcmp.trentradio.ca:17080>

| CRTC Content Category Code | (hh:mm:ss) |
|--|------------|
| Category 12 - Spoken Work | 52:01:40 |
| Category 21 - Music Pop Rock Dance | 657:15:58 |
| Category 36 - Audio Art, Sound Collage, Noise Experiments &c | 37:49:10 |

Other activities:

- Hiring and training of Liam Kennedy-Slaney as the Trent Work Study Programme Local Content Assistant.
- Reorganisation of upstairs office space to accommodate a local content workstation and shelf space for materials.
- Ordered Plastic Sleeves to protect local CDs

This year's tasks (in order of priority) include:

- Rendering digital copies of the dozen or so 1/4" tapes and the several hundred and newly unearthed cassette tapes,
- Scanning supporting artwork for all records with art (back cover, liner note)
- Aggressively soliciting donations of local analogue audio, especially reels, to be processed before their expiration.
- Continuing to integrate into local music circles and stay current with new releases.
- Front end design on the LCMP project page.

Obstacles to overcome:

- Maintaining a working tape machine, if possible obtaining a backup.

[ends]

Sponsorship, Grants, Fundraising & Earned Revenue Report for Trent Radio AGM 151122
prepared by J K Muir

Donations & Fundraising: In YE15 donations down from the previous two years which 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 local content radio drama initiative. The hosts of the Radio Marathon have scheduled it at the end of Spring rather than holding it at the end of the Fall season.

Memberships: "Student Memberships" rise according to the CPI, while community membership fees continue to be somewhat 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 works best in tandem with outreach.

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. A three year municipal allocation was renewed this year for \$2,500/a for three years.

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

| Comparative Fundraising & Earned Revenue | YE15 | YE14 | YE13 | YE12 | YE11 |
|---|------------------|------------------|------------------|------------------|------------------|
| Donations & Grants | | | | | |
| Donations: Corporations | | | | 500 | 3,325 |
| Donations: Private Net | 5,759 | 11,204 | 11,054 | 6,560 | 4,350 |
| Grants: Canada | 2,640 | - | 5,377 | 5,487 | 5,483 |
| Grants: Ontario &c | 4,544 | 6,889 | 5,202 | 6,169 | 6,108 |
| Grants: Municipal (Ptbo) | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| Grants: Foundations (CRFC & NCRA) | 41,500 | 20,000 | 20,000 | 8,345 | 5,313 |
| Donations & Grants Total | 48,544 | 29,389 | 27,702 | 17,014 | 13,921 |
| Memberships | | | | | |
| Trent Student Memberships | 115,531 | 111,997 | 109,057 | 106,560 | 84,795 |
| Community & Other Memberships | 680 | 790 | 825 | 790 | 960 |
| Memberships Total | 116,211 | 112,787 | 109,882 | 107,350 | 85,755 |
| Special Events & Fundraising Activities | | | | | |
| Winter Cabaret 02 Dec 04 | | | | | |
| Knackwurst & Sauerkraut (end of Spring Season) | | | | | |
| Cabaret 12Feb08 | | | | | |
| Summer Yard Sale & Misc | | | | | |
| Pigs Ear "Kari-oink-e" Feb10 | | | | | |
| MoHo Fundraiser 13Mar10 | | | | | |
| Cannery 101211 | | | | | 498 |
| Vaudeville/Tron/GkDay YE11 | | | | | 171 |
| TRadio Pub Night @ PRCSA 120920 | | | 10 | | |
| Vaud Night; 121122; Door Rcpts | | | 92 | | |
| GeekDayPubNight 140203 & 130228; Door Rcpts | 80 | | 15 | | |
| BEL Rotary; Polar Plunge 130203 | | | 516 | | |
| Good 'n Country Fall or Spring | | | 652 | 887 | (168) |
| TRadio Revue; 141120 & 131121; Door Rcpts | 96 | 90 | | | |
| Queen of Geo St Bash 140131 Loose Rcpts | | 250 | | | |
| Radio Marathon (end of Fall Season) | 391 | 617 | 565 | 451 | 981 |
| Special Events Net | 567 | 957 | 1,849 | 1,338 | 1,481 |
| Fundraising Net (TShirts & Buttons) | 60 | 76 | 210 | 145 | 421 |
| On Air Sponsorship, Earned Revenue & Misc | | | | | |
| Local Sponsorship Net | 1,800 | 1,101 | - | 500 | 3,280 |
| Other Sponsorship Net | 372 | 217 | 855 | 826 | 2,784 |
| Rental Apartment Net | 10,584 | 10,451 | 10,260 | 9,960 | 6,230 |
| Misc Earned Revenue Net | 27,308 | 24,336 | 992 | 2,913 | 3,839 |
| On Air Sponsorship, Earned Revenue & Misc Total | 40,064 | 36,104 | 12,107 | 14,200 | 16,133 |
| | \$205,446 | \$179,313 | \$151,751 | \$140,046 | \$117,711 |

[end]

PM/RRFGM/AGM Report – AGM Sunday 22 November 2015 Prepared by Jill Staveley

INTRO: What a busy year! It has been topsy-turvy, quick and slow – full of excitement and activity. As usual, but especially this year, I would like to extend a sincere thank you to James, John and Matt. One of the main reasons I am able to commit to Trent Radio and the work we do here is because of the incredible community we have. I feel very honoured to work within such a capable and generous team of individuals. I am constantly learning many things here at Trent Radio, and it is a joy to be part of such a great team.

STUDENT STAFF:

STUDIOB (TWSP): Mike Lobovsky returned as StudioB Trainer in September '15. In October, he decided he was ready for an adventure, and signed up to study abroad in January '16. Though he will be missed, we are happy that he is able to have this amazing opportunity. We were able to find a timely replacement in Josh Skinner, a programmer who has just completed a CRFC Youth On Air contract in Haliburton on 100.9 CanoeFM. Josh started November 1st, and is in the process of being trained on our production facilities and support goals. StudioB Stats: 17 programmers have been trained, 8 programme promos produced, and 87 back-up shows created (4 new, 83 from the logger).

INCOMING MUSIC ARCHIVIST (TWSP): We did not fill this position, as we are mid-project with our Archive Inventory and revision of Trent Radio's Collections Policy. We felt that it would be not be a great use of time and resources at this point.

LCMP ASSISTANT (TWSP) - NEW: We decided that our TWSP funding would be more valuable if dedicated to supporting the maintenance of the Local Content Archive, as well as meeting City of Peterborough and CRFC project goals. Liam Kennedy-Slaney has been hired in this capacity, and has been a quick and adaptable learner in this new and developing position. Working under the direction of Matt, Liam has been tasked with responsibilities including broadcast content, live interviews, administrative tasks, audio editing, and many other jobs we've thrown at him. Very happy to have him on our team.

PD ASSISTANT (TWSP): Normally I don't write anything about the PD Assistant, but this year I wanted to mention that we have asked Haley Raymond to assist with production responsibilities for the Live & Local Echo weekly programming. She has been working with together with Mauricio to oversee the production of these broadcasts, as well as a few other off-site recording opportunities we have given her.

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 asset not only for me, but to Trent Radio. Mauricio continues to engage with Trent Student Groups on his weekly version of Smooth Operator (Thurs morn) called Student Life. Mauricio is overseeing the technical side of Live & Local Echo programming, assisting me on an as-needed basis, and generally filling in where he sees a need. I hope he can find a perfect replacement for himself by the end of the year!

INCOMING MUSIC ARCHIVIST ASSISTANT (TWSP): N/A

SPOKEN WORD ARCHIVIST (TIP): N/A

GRANTS/PROJECTS:

Canada Summer Jobs: APP 30 Jan 2015 / June - Aug 2015 / SUCCESSFUL

We were not successful with this application in 2014, so we looked to the support resources on the NCRA listserv, and took note of the language used in successful applications. We modified the language of our application, while keeping the job description and roles the same, and were awarded 240 hours which we divided up over 8 weeks. Mike Lobovsky was hired as the SOIM, and he did an amazing job working confidently and calmly to support and deliver a solid summer of programming and stability.

Theatre Trent: APP 01 Feb 2015 / UNSUCCESSFUL

We have been encouraged by Theatre Trent to apply for funding in the past (and have been successful), for projects and/or items outside of their standard funding guidelines. We applied for \$800 to purchase an audio sampler (and associate gear) that would allow us to use digital audio sound effects during live Radio Drama productions. We were not successful.

City of Peterborough, Community Grants: APP 06 Feb 2015 / Project, Ongoing Or Annual / SUCCESSFUL

We decided to take a risk and apply for \$15,000 annually for a three year contract to support the work of our Local Content Project Manager – Matt Jarvis. While we were not granted our request, we did receive a one-time allotment of \$2500. There has been a decrease in funding for most Community Grants applicants, and we feel that we are trending alongside everyone else applying for this funding.

Rendezvous Francophonie 2015: APP 06 Feb 2015 / Project March 2015 / SUCCESSFUL

This was a last minute application that took a lot of resources to deliver, but was very successful. We were granted \$1000 to Trent Radio, and \$500 to our project producers – Phil & Cassia Abott. Cassia recorded 17 x 2minute "audio capsules" highlighting the life of a young Francophone in Peterborough. They were featured on the RVF website, with much excellent feedback.

CRFC Radiometres 2015-16: Application date 27 Feb 2015 / Project date Aug 2015 – May 2016 / SUCCESSFUL

This grant application was successful. We applied for \$50,000 to run a 3-part project called Live & Local Echo. The grant goals are: deliver weekly programming featuring live performances and interviews with our local community; archive analogue materials into the LCMP including liner notes; complete inventory and restructure of all audio archives and materials in Trent Radio House, including revising our Collections Policy as required.

CRFC Youth On Air: APP 26 March 2015 / PROJ May - Aug 2015 / SUCCESSFUL

We applied for \$10,000 funding to deliver the Summer Events Intern Correspondent opportunity/position through this new funding stream from the CRFC. The only difference was, knowing that we may not get CSJ funding, the SEIC responsibilities included additional administrative duties to fill in when we did not have a Summer Operations & Information Manager. Patrick Reddick was hired, and did a truly fantastic job of balancing all the different roles and responsibilities, all the time learning new production techniques and developing his own portfolio.

CRFC Radiometres 2016-17: Application date 16 Oct 2015 / Project date June 2016 – May 2017 / WAITING

This grant was very difficult to write. We have applied for \$50,000 to run a 3-part project called Story Machine. We will find out if we got the grant before January. The grant goals would be: develop our outreach methods and practices to increase participation from a wider range of communities; develop and disseminate information regarding the creation of our LCMP to other Campus/Community Broadcast Facilities & other related organisations; deliver a mentorship and production project to increase Trent Radio's local history programming and production capabilities.

Rendezvous Francophonie 2016: APP 13 Nov 2015 / PROJ due Dec 2015 / WAITING

Another opportunity to encourage French language programming at Trent Radio. We have applied for \$1500 (\$1000 to Trent Radio, \$500 to producer) to create a 29.5 minute "magazine-style" programme in cooperation with a local entrepreneur named Mounira Benallou who is from Paris, France, and who leads a French Language Conversation group through the New Canadians Centre.

LOCAL CONTENT/RADIO FREE PETERBOROUGH: Though I had a big hand and interest in these projects since I started at Trent Radio, it is just one more thing I don't have time for. Local Content is in the care of Matt Jarvis and his assistant. I am still involved with the archives and collections in general, but knowing that Matt Jarvis and I have the same goals and ideas for Local Content in general, I have left the day to day oversight and management completely in his hands, with regular feedback and meetings outlining process and goals. You can find a report on this in a separate document.

SPONSORSHIPS: We aren't very good at this right now – however, at the very last minute we have renewed with Renegade (\$500), Sam's Place (\$500), Sadleir House (In-Kind, 5 bookings), and have reached out to a few others without response. It is what it is. If/when we have more time, we should work on it. I think that our general goals, mandate and non-competition agreement with CORUS makes this a very special beast, and requires a very special person (board member?) to tame it.

MERCH: We aren't very good at this either – but we love making it, and feel like it is worth it for community connection and Trent Radio pride. We had not ordered new merch since 2013. This year we did a special order for John K Muir's fantastic 60/40 celebration. A limited edition t-shirt/hoodie combo of the design put together by Matt Jarvis during our Emergency Fundraiser in December of 2010. If we intend to use Trent Radio merch as a money maker in the future, we will need to reconsider our approach and priorities regarding our merch choices, methods for selling/marketing, and general activity schedule. Not a complaint, just an observation.

[end]

**Programme Director's Report in Two Sections for AGM 22 Nov 2015
Part 1 for the period Sep 2014 - Apr 2015 prepared James Kerr for the BoD Meeting 15 Apr 2015**

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 continuing 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 2014-15 programmer explores what they consider 'forgotten media', finding musical genres and cultural artefacts (from not that long ago) they consider wonderful newly unearthed discoveries. What is just a little old is new again.

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 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 he or she has a strong interest in Trent Radio but no desire to programme directly. This year a full half of our Operators were new to the position, attracted by an article published in the student newspaper "The Arthur", solicitation at "Clubs & Groups Day" on Symons Campus, or by the direct encouragement of the Programme Director.

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, Category 3 "Special Interest Music", has noticeably risen to 41% and Spoken Word is slightly down, at 28%. This shift is due to the rise in psychedelic, electronic, and other experimental music genres that fall under sub-category 36: Audio Art.

Perceived Sea Changes I have noticed over the past year an increasing dependency among young programmers for their personal technology, specifically cell-phones. For the first time this year during training, young programmers would take out their cell-phones to check messages without apologising, as though it's something they cannot reasonably expect to set aside. I haven't seen a single mp3 player in use this year. Most programmers are now playing the musical content for their shows directly from laptops or cell-phones. There have been fewer - rather than more, mistakes associated with receiving phone calls on the air, although the sound effect of increasing volume on one's laptop was a common sound on the air this year, heard at the beginning of many songs. Training in the next year will specially focus on this issue.

Trends 2014-15

- Co-hosts
- Talk
- Polarisation of Music Genres

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. 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. It also acts as a 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 - or whatever we can record that is going on in student life, like this year's Trent University Music Society "Battle of the Bands" and the very popular Trent Central Student Association "Election Debates".

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 by 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 Co-op maybe conducting interviews with touring bands and other interesting people coming through Peterborough.

In the first term of the 2014-15 season, Myles Lonergan from Thomas A Stewart assumed the duties of the afternoon Co-op student, but stayed only three weeks before abandoning the position. Myles had already graduated and was taking on an extra year in High School. His decision to quit the co-op position coincided with leaving High School.

During the second term Aiden Collette was our afternoon Co-op student from Thomas A Stewart Secondary School. As sometimes happens, no student in the Co-op programme applied for the morning position in either term.

Goals & Results 2014-15 with Plans for 2015-16

Goal #1: Radio Drama: Through the Community Radio Fund of Canada RadioMetres 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.

Result: The project was a great success, involving about 30 people, mostly community members and only about a 1/3rd of them previously involved at Trent Radio with radio drama. Though tiring, it was also very exciting. We broadcast a variety of scripts ranging from one-minute in length to one hour, from a variety of writers throughout the community, in a variety of formats: live, live to tape, and fully pre-recorded. Through this process we have created relationships with scriptwriters, actors, and directors, which we hope will maintain for many years to come.

Plan for 2015-16: Combining this year's and last year's initiatives, Jill Staveley and I plan to run Friday afternoon "kitchen session" broadcasts featuring both radio drama and live local music. This initiative is planned to capitalise on our recent contacts in the community.

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 its radio drama to run successfully. The goal for this year is to maintain the regular schedule as both consistent and vibrant.

Result: This year's cadre of Operators was especially strong, but maintained their own schedules such that they were only half-aware of each other. The event day "Blind Date Radio" (where programmers had a random show with a random co-host) was scheduled in March to have our Operators mingle and meet each other, and for these purposes it worked well. I look forward to most of this group of Operators extending their responsibility into the Summer Season as Executive Producers.

Plan for 2015-16: A strong Operator base is one of the most important things of the year. It allowed this broadcast season to run smoothly, and should be of particular focus going forward.

Studio A 2014-15: 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 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, and 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 programmes. Studio Trainings for the past 6 years
33 AY10 40 AY11 47 AY12 38 AY13 63 AY14 53 AY15

Studio B 2014-15: 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 station identification spots, promotions for programmers, pre-recorded public service announcements, and providing support for special programmes such as radio drama or event days. Management for the position is shared between the Production Director in the first half of the year when training is the focus, and the Programme Director in the second half when radio content is the focus.

Michael Lobovsky - also last year's Studio B trainer, did a great job this year and he is scheduled to return to the position this fall.

PD Assistant/Trout Rodeo editor 2014-15: 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.

This year the PD Assistant position was held by Hayley Raymond, a second year History Major. She did a wonderful job with both the 'leg-work' of our distribution and the day-to-day of correcting programme logs. She is expected to return to the position in the fall.

Fundraising 2014-15

This year's fundraising was focused on a series of Thursday night pub nights held at Sadleir House as part of the "Jolly Hangman Pub Series", and a series of shows thrown by our Local Content Project Manager Matt Jarvis at the Spill, a downtown bar at 414 George Street North, both coinciding with on-air event days throughout the Spring Season. The Good n' Country 24 Hour Radio Marathon, however, remains our most popular fundraising event.

Thu 25 Sep 2014 "Welcome Back Trent Radio" Pub Night held at Sadleir House

Fri 05 Dec 2014 at noon Good n' Country Marathon

Wed 25 Feb 2015 "Geek Day" Music Event at the Spill

Wed 25 Mar 2015 "Blind Date Radio" Music Event at the Spill

Programming & Events Highlights in Review

August 2014

Wed 04 Arthur Article for 50th Reunion of Peter Robinson College

September 2014

Mon 01 Arthur article to recruit new students.
 Wed 03 Pre-Season began & TIP & OSWP positions began
 Fri 05 New Operators Introduction meeting held
 Mon 08 Arthur article to recruit returning students to programming
 Mon 08 Presentation to CUST 2025 class on Trent Radio
 Tue 09 HS Co-op Interviews began
 Tue 09 Clubs & Groups Day on campus
 Tue 09 Programme Proposal Workshop at Peterborough Public Library
 Wed 10 Programme Proposal Workshop at Sadleir House
 Wed 10 Programme Proposal Workshop held at Trent Radio House
 Thu 11 Programme Proposal Workshop held at Trent Radio House
 Fri 12 Programme Proposal Deadline & Committee Meeting
 Mon 16 Fall 2014 broadcast season & Co-op placement began
 Thu 25 "Welcome Back Trent Radio Pub Night" at Sadler House

October 2014

Fri 10 Trout Rodeo schedule accordion pamphlets made available
 Fri 24 Annual Radio Drama auditions held
 Mon 27 Programmer Review meetings began

November 2014

Sun 16 Trent Radio Annual General Meeting
 Thu 20 Trent Radio Revue fundraiser held at Sadleir House

December 2014

Thu 04 Trent Radio & Sadleir House "Brew-Ha-Ha"
 Fri 05 Fall 2014 broadcast season ended at noon
 Fri 05 "Good 'n Country 24 Hour Radio Marathon" held
 Mon08-Fri19 EntreSeason /w Jess Grover directing

January 2015

Mon 05 Spring 2015 Season began
 Fri 16 Spring Edition "Trout Rodeo" fold-out pamphlet made available
 Mon 26 Radio Reads event day held on-air

February 2015

Wed 25 Geek Day event day held on-air
 Wed 25 NCRA Homelessness Radio Marathon broadcast
 Wed 25 Geek Day Fundraiser held at the Spill
 Thu 26 Post-Geek Day Pub Night held at Sadleir House

March 2015

Mon 16 Trout Rodeo Year In Review distributed
 Wed 25 Blind Date Radio Fundraiser held at the Spill
 Thu 26 Operator's Social & Recruitment at Trent Radio House
 Fri 27 Blind Date Radio event day held on-air

April 2015

Sun 12 Summer Programme Proposals due at 12:00 noon
 Sun 12 Summer Season Planning Session noon Trent Radio House
 Sun 12 End of Spring Season Open House
 Mon 12 Deadline for Application for the Summer Operations and Information Manager position
 Fri 17 End of Spring 2015 broadcast season at noon & Shutdown begins

TIP & TWSP Staff 2014-15

TWSP PD Assist. & Trout Rodeo Editor - Hayley Raymond
 TIP PM Assistant - Mauricio Interiano
 TWSP Physical Plant – Mercedes Mitchell
 TWSP StudioB and Digital Editing Trainer - Mike Lobofsky
 TWSP Music Archivist - Callista Durose-Moya

High School Co-op Students:

Fall14 Myles Lonergan - Thomas A Stewart Secondary School
 Spr15 Aiden Collette - Thomas A Stewart Secondary School

Regular Staff

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

Operators (ss = self-support)

Sun am: ss / aft: ss / eve: Geoff Barnes & Atticus Bakowsky
 Mon am: Ken Mills / aft: Alex Karas / eve: Jack Smye
 Tue am: ss / aft: Pat Reddick / eve: Rob Hailman
 Wed am: ss / aft: Sunny Webster / eve: Jess Grover & Kai Hawkins
 Thu am: Theresa Chomko / aft: Jeffrey Moore / eve: Augusta Veno
 Fri am: Hayley Raymond / aft: Matthew Poppleton / eve: Keigan Lasch & Josh O'Brien
 Sat am: ss / aft: ss / eve: Pat Reddick & Ayesha Barmania

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 | Fall10 | Spr11 | Fall11 | Spr12 | Fall12 | Spr13 | Fall13 | Spr14 | Fall14 | Spr15 |
|-----------------------------------|--------|-------|--------|-------|--------|-------|--------|-------|--------|-------|
| Total live b.casting hours / week | 83 | 83 | 84 | 84 | 87 | 87 | 80 | 80 | 83 | 83 |
| Number of Producers | 97 | 101 | 106 | 110 | 110 | 111 | 101 | 102 | 106 | 123 |
| Number of Programmes | 91 | 89 | 96 | 98 | 86 | 92 | 84 | 85 | 88 | 97 |

Content Category Stats prepared for BoD 15 April 2015 / James Kerr, PD

| Content Category | CRTC Required | TRadio Required | Fall/Spr AY11-12 | Fall/Spr AY12-13 | Fall/Spr AY13-14 | Fall/Spr AY14-15 |
|--|---------------------------------------|----------------------------|------------------|------------------|------------------|------------------|
| | | | | | | |
| Category 1 - Spoken Word | Min 15% of all programming* | Min 25% of all programming | 30% | 30% | 32% | 28% |
| SubCat 11- News | | | - | - | - | - |
| SubCat 12 - S/W Other | | | 50.32hrs | 50.40hrs | 54.04hrs | 46.58hrs |
| Category 2 - Popular Music | | max 60% of all music | 58.61hrs | 53.61hrs | 54.00hrs | 52.30hrs |
| | | | 50% | 47% | 47% | 43% |
| SubCat 21 - Pop Rock Dance | at least 20% Cat2 other than SubCat21 | | 22.19hrs | 19.53hrs | 19.00hrs | 17.83hrs |
| | | | 37.9% | 36.5% | 32.1% | 34.0% |
| SubCat 22 - Country & C'try Oriented | | | 12.23hrs | 12.15hrs | 12.03hrs | 11.21hrs |
| SubCat 23 - Acoustic | | | 21.97hrs | 19.89hrs | 20.24hrs | 20.28hrs |
| SubCat 24 - Easy Listening | | | 2.16hrs | 1.98hrs | 2.30hrs | 2.40hrs |
| Category 3 - Traditional & Special Interest | min 5% of all selections | min 5% of all selections | 59.00hrs | 59.90hrs | 59.90hrs | 68.35hrs |
| | | | 35% | 36% | 36% | 41% |
| SubCat 31 - Concert | | | 4.48hrs | 2.66hrs | 4.35hrs | 3.41hrs |
| SubCat 32 - Folk & Folk Oriented | | | 15.37hrs | 12.37hrs | 13.14hrs | 13.51hrs |
| SubCat 33 - World Beat & International | | | 13.48hrs | 11.86hrs | 11.34hrs | 11.27hrs |
| SubCat 34 - Jazz and Blues | | | 8.11hrs | 6.68hrs | 7.29hrs | 10.13hrs |
| SubCat 35 - Religious | | | 3.50hrs | 7.84hrs | 6.05hrs | 8.27hrs |
| SubCat 36 - Audio Art | | | 14.05hrs | 18.49hrs | 14.52hrs | 20.54hrs |
| Total Category 1 | | | 1561hrs | 1563hrs | 1676hrs | 1444hrs |
| Total Category 2 | | | 1817hrs | 1662hrs | 1674hrs | 1623hrs |
| Total Category 3 | | | 1830hrs | 1858hrs | 1656hrs | 2125hrs |
| Total Category 1, 2, and 3 | | | 5208hrs | 5083hrs | 5006hrs | 5192hrs |
| Broadcast Weeks this Season | | | 31 | 31 | 31 | 31 |
| Regular Programming (avg hrs / week) | Min 42 hours | Min 42 hours | 84.2hrs | 86.52hrs | 80.4hrs | 83.43hrs |
| "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 |

**Part 2 for the period Sep - Nov 2015: Fall 2015 Report plus Addendum
prepared by James Kerr for BoD 30 Sep & AGM 22 Nov 2015**

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 2015 - Activities

- Mon 01 Sep Arthur Newspaper begins publishing Trent Radio articles on a weekly basis
- Tue 08 Sep Pre-Season began & TIP & OSWP positions began
- Tue 08 Sep Special week-long Pre-Season TCSA coverage began
- Mon 14 Sep Co-op Interviews began
- Tue 15 Sep Programme Proposal Workshop held at the Peterborough Public Library
- Wed 16 Sep Clubs & Groups Day on campus
- Wed 16 Sep Programme Proposal Workshop held at Bata Library at Trent University
- Thu 17 Sep Programme Proposal Workshop held at Sadleir House
- Thu 17 Sep Programme Proposal Workshop held at Trent Radio House.
- Fri 18 Sep Programme Proposal Deadline & Programming Committee Meeting
- Fri 18 Sep Artsweek special programming event day held
- Mon 21 Sep Fall 2015-16 Broadcast Season began and Co-op placements began
- Mon 21 Trent Radio presented at the first Cultural Studies 2035 class to attract students to participate briefly in Trent Radio in lieu of an assignment
- Thu 24 Sep "Welcome Back Trent Radio" Pub Night held at Sadleir House as part of the 'Jolly Hangman Pub Night' series.

Fall 2015 so far (compared with Fall 2014 this time last year and previous):

| Fall15 | Fall14 | Fall13 | Fall12 | Fall11 | Fall10 | Fall09 | Description |
|--------|--------|--------|--------|--------|--------|--------|-----------------------------------|
| 80 | 88 | 84 | 80 | 96 | 83 | 69 | Regular scheduled programmes from |
| 93 | 106 | 101 | 102 | 106 | 86 | 89 | Programmers, comprised of |
| 42 | 46 | 44 | 56 | 48 | 36 | 50 | TrentU students |
| 51 | 60 | 57 | 46 | 58 | 50 | 39 | Community Members |
| 12 | 8 | 7 | - | - | - | - | Part-Time Trent U |
| 6 | 6 | 10 | - | - | - | - | High School Students |
| 5 | 4 | 4 | 0 | 7 | 5 | 6 | TrentU & Community Groups |

There are currently two unscheduled programmers in the broadcast schedule. Both were delivered well after the deadline passed, and I am in communication with both to work them into available times.

Trends so far:

- **Vinyl:** Many young and new programmers are eager to explore the turn-tables. Some of them approach the activity as vinyl enthusiasts with a pre-existing interest and others are excited to use the turn tables for the first time. Programmers are bringing in their own records from home, as well as making frequent use of Trent Radio's record archives.
- **Podcasting:** An increasing number of programmers intend to put a recording of their radio programme on the Internet for re-distribution, or to "podcast". The Internet service 'Soundcloud' seems to be the most commonly mentioned method of conveyance.
- **Telephones:** Of 93 programmers this year, only 30 of them have a local telephone number, and all but two of those are long-time community members. The sentiment seems to be that students spending four or more years at university now feel no compulsion to change their cellular telephone's number to be a local number. For students with cell phone plans, all calling is free and they - in many cases - have not even heard of a telephone service where this is not the case. (*pls note that with our move to Nexicom, our long rate is now 3.3¢ per minute*).

Worse still - insofar as getting in touch with programmers on a timely basis is concerned - the culture of telephone use seems to have changed. Throughout the process of calling new programmers to schedule their programme time, I was repeatedly called back immediately after leaving a message, and came to understand that my call was being 'screened' because Trent Radio's number was unfamiliar on their call display service. The programmers I called are young, between 16 and 22 years old, and when questioned explained that they felt no obligation to answer their ringing phone, even when free and capable, explained that a cold call makes them uncomfortable and is putting them 'on the spot', and felt no obligation to answer the phone. My understanding now is that people in this age group want the ability to respond to messages at their leisure, which is precisely the opposite of what Trent Radio wants from a method of communication - we must be able to reach programmers immediately to relay relevant information pertinent to the broadcast and time-sensitive. Telephone calls may no longer be the way for us to communicate to achieve this, but I see no viable replacement.

My only solution is that it should be made part of Studio A Training to have new programmers add Trent Radio as a contact to their cell phones, and instil in them that in order to have a programme on Trent Radio they must be able to reasonably respond to telephone calls from us.

Operators Fall 2015

| | | |
|-------------------|------------------|---------------------|
| Geoff Barnes | Michael Barrett* | Shannon Culkeen |
| Sarah Milner* | Emily Minthorn* | Christopher Lawson* |
| Matthew Poppleton | Rob Hailman | Theresa Chomko |
| Dylan Flippance* | Pat Reddick | Alex Karas |
| Hayley Raymond | Jack Smye | Jeffrey Moore |
| Ayesha Barmania | | |

* 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 strong desire to programme directly.

Ontario Work Study Jobs 2015/16

PD Assist. & Trout Rodeo Editor – Hayley Raymond
TIP PM Assistant Position – Mauricio Interiano
Orientation & StudioA Training - John K. Muir
StudioB and Digital Editing Trainer - Michael Lobovsky
Local Content Production Assistant - tba
Physical Plant – Sarah Richardson

Co-op Student: Josh Sebek (12-15h) from Adam Scott C.V.I. is the afternoon Co-op student this season. Josh 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 14h Smooth Operator is a likely time for interviews to be booked with touring bands and other interesting people coming through Peterborough, and Josh looks forward to interviewing regularly.

Goals for Fall 2015:

Goal No 1: Live & Local Echo: Beyond Smooth Operator and irregular radio drama, Trent Radio does not do any programming of our own. The Live & Local Echo broadcasts present a rare opportunity to interact with the Peterborough community on a different level, presenting the best calibre of local interviews, musical performances, radio drama, and round-table discussions about the arts in our community. My principal goal this year is to make these community-interactive broadcasts the greatest success they can be.

Goal No 2: Seamless Broadcast: Of the 93 programmers this season 38 of them were entirely new to Trent Radio. Usually new programmers comprise only a third of the schedule, so this year has involved more studio training to get our programmers started. Several of our Operators in key positions on the schedule are either new to the position, or new to taking on one of the important evening or weekend spots. As a result, more attention needs to be taken towards Operator orientation and training, to make sure that we're moving forward in the broadcast season with open communication and a shared awareness of responsibilities. It's a busy year already, and my goal is to make the broadcast season happen as seamlessly as possible.

Studio A Fall 2015: 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 2015: Returning for a third 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 2015: Hayley Raymond, a 3rd year History major at Trent University is once again assuming the duties of the Programme Director's Assistant. 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. She is also drawing a pictorial representation of the schedule, and will be helping with the Live & Local Echo broadcasts.

ADDENDUM @ 10Nov 2015

Programming Stats Update:

| Now | Fall15 | Fall14 | Fall13 | Fall12 | Description |
|-----|--------|--------|--------|--------|-----------------------------------|
| 81 | 80 | 88 | 84 | 80 | Regular scheduled programmes from |
| 94 | 93 | 106 | 101 | 102 | Programmers, comprised of |
| 44 | 42 | 46 | 44 | 56 | TrentU students |
| 50 | 51 | 60 | 57 | 46 | Community Members |
| 12 | 12 | 8 | 7 | - | Part-Time Trent U |
| 2 | 6 | 6 | 10 | - | High School Students |
| 5 | 5 | 4 | 4 | 0 | TrentU & Community Groups |

Note: This year the student participation from the CUST 2035 course was greater than the last few years, and I anticipate getting at least a few shows from them continuing their programming on a regular basis.

[end]

General Manager's Report for Trent Radio AGM 151122

prepared by John K Muir, VP & 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

Volunteers' support of staff at Trent Radio is always stalwart and more than could be reasonably expected. James Kerr, who is Trent Radio's key and front-line person acted as Programme Director AND lead an intense radio drama initiative leading to a broad collection of radio productions. Jill Staveley took charge of various operations and details, and took on preparing all our grant applications, and providing oversight during their run. Wow, what a great job well done!

The "abysmal" year of either "water, water everywhere" or drought: After some very cold days in February, the water supply froze up solid. A temporary water supply was rigged up (thank you PUC, Bennett Bedoukian, and Leo Tullio) coming from our neighbour's hose tap, across the driveway and in to our hose tap. One night I received a phone call from the Peterborough Utilities. In a menacing tone I was asked why exactly our water meter was running backwards. It turns out that one part of the PUC hadn't talked to another part of the PUC. Still it was creepy.

Then in March, the bottom rotted out of our hot water heater, filling the basement with 2" of water.

Both the old water supply and hot water heater were replaced (\$5,500 & \$655), with the balance of repair and maintenance expenditure paying for snow ploughing (\$565), alarm monitoring (\$280) and sundries (\$500) such as washing up liquid, light bulbs, toilet paper &c.

Remote Codec: The system is designed to provide a remote audio feed from anywhere that has Internet, WiFi or Data communications. After working perfectly, I am not able to get to go again, and so have given it to erstwhile TRadio volunteer Sean Daniels to see what he can do.

The upper apartment required a new stove (\$700) - the elements and element controller were failing

Planning continues to make technical upgrades and accessibility improvements starting as soon as the summer of 2016.

A respectful thank you and recognition to all make their contribution to Trent Radio.

John K Muir, VP & GM <jkmuir@trentradio.ca> / 22 Nov 2015

<end>

Scapegoat Report for AGM 141116 / prepared by Paul Cleveland

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

Mr Cleveland will give a verbal report.

President's Report for Trent Radio AGM 22 Nov 2015

prepared by Matthew Poppleton, President & Chair

As president and chair of Trent Radio for almost a year and an operator for almost 4, I think that I can say with strong confidence that 2015 was a great adventure-of-a-year.

The hard working crew of John Muir, James Kerr, Jill Staveley and Matt Jarvis have kept the building feel like a cosy cottage, while simultaneously seeming like they're having a blast. I should note that we've also received some fantastic grants through the help of Jill.

Since September, we've even had two great events with John's 60th birthday at the Sadleir house, and a fun pub night full of board games and sneaky Cylons. Also, Stephen Stohn invited Trent Radio to escape from a creepy old farm outside of Peterborough.

John has been ill at times, and last winter the water was shut off due to pipe problems, but everything (except for the water) has been running smoothly.

As for the board, of Shannon Culkeen, Wes Grist, Steve McNabb, Augusta Venno, Alex Karas and Cailleigh Morrison all kept the board meetings fresh this year. I'd like to thank John for being patient as I consistently forget what to say during our meetings.

I've learned a lot over the past year, I'm excited to see what the community has in store for Trent Radio in 2016.,

Matthew Poppleton

[end]

Financial Review for one year ending 31 August 2015

Financial Statements of

TRENT RADIO

August 31, 2015

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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, 2015 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 11, 2015

TRENT RADIO

STATEMENT OF FINANCIAL POSITION (Unaudited)

August 31, 2015

| | 2015 | 2014 |
|--|-----------------|-----------------|
| | \$ | \$ |
| ASSETS | | |
| CURRENT ASSETS | | |
| Cash | 29,285 | 779 |
| Accounts receivable | 5,775 | 5,417 |
| Prepaid expenses | 1,692 | 1,505 |
| | <u>36,752</u> | <u>7,701</u> |
| CAPITAL ASSETS (note 4) | <u>42,214</u> | <u>46,691</u> |
| | <u>78,966</u> | <u>54,392</u> |
| LIABILITIES | | |
| CURRENT LIABILITIES | | |
| Accounts payable and accrued liabilities | 2,898 | 3,032 |
| Current portion of long term debt | <u>3,066</u> | <u>2,823</u> |
| | 5,964 | 5,855 |
| LONG TERM DEBT (note 5) | 42,833 | 45,896 |
| DEFERRED CONTRIBUTIONS (note 6) | <u>31,300</u> | <u>23,610</u> |
| | <u>80,097</u> | <u>75,361</u> |
| NET ASSETS | | |
| Invested in capital assets | 42,214 | 46,691 |
| Unrestricted | <u>(43,345)</u> | <u>(67,660)</u> |
| | <u>(1,131)</u> | <u>(20,969)</u> |
| | <u>78,966</u> | <u>54,392</u> |

See accompanying notes to the financial statements

1

TRENT RADIO

STATEMENT OF CHANGES IN NET ASSETS (Unaudited)

Year Ended August 31, 2015

| | Invested in capital assets \$ | Unrestricted \$ | 2015 \$ |
|---|--|--------------------|------------|
| BALANCE - beginning of year | 46,691 | (67,660) | (20,969) |
| Excess of revenues over expenses (expenses over revenues) for the year | (8,511) | 28,349 | 19,838 |
| Operating funds used to purchase capital assets | 4,034 | (4,034) | - |
| BALANCE - end of year | 42,214 | (43,345) | (1,131) |

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 revenues 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) |

See accompanying notes to the financial statements

2

TRENT RADIO

STATEMENT OF OPERATIONS (Unaudited)

Year Ended August 31, 2015

| | 2015 | 2014 |
|--|----------------|----------------|
| | \$ | \$ |
| REVENUES | | |
| Membership fees | 116,211 | 112,787 |
| Donations and fundraising | 47,885 | 27,491 |
| Sponsorships | 2,172 | 1,817 |
| Federal grants | 2,640 | - |
| Province of Ontario grants | 4,544 | 6,889 |
| Municipal grants | 2,500 | 2,500 |
| Production and management fees (note 7) | 69,470 | 36,521 |
| Rental income | 10,584 | 10,500 |
| Interest income | - | 2 |
| | <u>256,006</u> | <u>198,507</u> |
| EXPENSES | | |
| Salaries, wages and benefits | 142,877 | 111,764 |
| Advertising and promotion | 1,938 | 1,477 |
| Equipment and line rentals | 4,245 | 4,216 |
| Postage, stationery and office supplies | 2,064 | 2,638 |
| Telephone | 1,395 | 1,352 |
| Heat and utilities | 4,601 | 4,452 |
| Programming | 2,595 | 6,943 |
| Repairs and maintenance | 15,019 | 10,831 |
| Professional fees | 2,900 | 2,900 |
| Insurance | 3,563 | 3,625 |
| Interest and bank charges | 4,450 | 5,343 |
| Production and management expenses (note 7) | 42,162 | 6,685 |
| Amortization of capital assets | 8,511 | 7,996 |
| Miscellaneous | (152) | (88) |
| | <u>236,168</u> | <u>170,134</u> |
| EXCESS OF REVENUES OVER EXPENSES FOR THE YEAR | <u>19,838</u> | <u>28,373</u> |

See accompanying notes to the financial statements

3

TRENT RADIO

STATEMENT OF CASH FLOWS (Unaudited)

Year Ended August 31, 2015

| | 2015 | 2014 |
|---|---------|----------|
| | \$ | \$ |
| CASH PROVIDED FROM (USED FOR) | | |
| OPERATING ACTIVITIES | | |
| Excess of revenues over expenses for the year | 19,838 | 28,373 |
| Add amortization, an item not involving cash | 8,511 | 7,996 |
| | 28,349 | 36,369 |
| Changes in non-cash working capital items: | | |
| Accounts receivable | (358) | 5,552 |
| Prepaid expenses | (187) | 1,005 |
| Accounts payable and accrued liabilities | (134) | (49,387) |
| Deferred contributions for operating funding | 7,690 | 7,740 |
| | 35,360 | 1,279 |
| FINANCING AND INVESTING ACTIVITIES | | |
| Repayment of long term debt | (2,820) | (2,597) |
| Purchase of capital assets | (4,034) | (7,122) |
| | (6,854) | (9,719) |
| INCREASE (DECREASE) IN CASH FOR THE YEAR | 28,506 | (8,440) |
| CASH POSITION - beginning of year | 779 | 9,219 |
| CASH POSITION - end of year | 29,285 | 779 |

See accompanying notes to the financial statements

4

TRENT RADIO

NOTES TO THE FINANCIAL STATEMENTS (Unaudited)

August 31, 2015

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, 2015

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. Significant items subject to such estimates and assumptions include the collectibility of accounts receivable and the estimated useful life of capital assets. 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.

TRENT RADIO

NOTES TO THE FINANCIAL STATEMENTS (Unaudited)

August 31, 2015

3. FINANCIAL ASSETS AND FINANCIAL LIABILITIES (continued)

(iii) Interest rate risk (continued)

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.

4. CAPITAL ASSETS

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

| | August 31, 2015 | | August 31, 2014 | |
|---------------------|-----------------|-----------------------------------|-----------------|-----------------------------------|
| | Cost \$ | Accumulated amortization \$ | Cost \$ | Accumulated amortization \$ |
| Land | 10,000 | - | 10,000 | - |
| Building | 137,008 | 119,351 | 137,008 | 113,871 |
| Office equipment | 20,774 | 20,774 | 20,774 | 20,774 |
| Technical equipment | 268,476 | 253,919 | 264,442 | 250,888 |
| | 436,258 | 394,044 | 432,224 | 385,533 |
| Net book value | | <u>42,214</u> | | <u>46,691</u> |

5. LONG TERM DEBT

Long term debt is as follows:

| | 2015 \$ | 2014 \$ |
|---|---------------|---------------|
| 8.5% promissory note, repayable in blended monthly payments of \$565, due August 15, 2025 | 45,899 | 48,719 |
| Less principal payments due within one year classified as a current liability | (3,066) | (2,823) |
| | <u>42,833</u> | <u>45,896</u> |

TRENT RADIO

NOTES TO THE FINANCIAL STATEMENTS (Unaudited)

August 31, 2015

5. LONG TERM DEBT (continued)

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

| | \$ |
|------------|---------------|
| 2016 | 3,066 |
| 2017 | 3,334 |
| 2018 | 3,623 |
| 2019 | 3,938 |
| 2020 | 4,283 |
| Thereafter | 27,655 |
| | <u>45,899</u> |

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:

| | 2015 | 2014 |
|--|---------------|---------------|
| | \$ | \$ |
| Balance - beginning of year | 23,610 | 15,870 |
| Add (deduct): | | |
| Contributions received during the year | 30,470 | 22,780 |
| Amount recognized as revenue in the year | (22,780) | (15,040) |
| Balance - end of year | <u>31,300</u> | <u>23,610</u> |

7. TRENT ANNUAL YEARBOOK

Trent Radio has been appointed by the Trent Student Annual Publication Corporation (TSAPC) to manage and administer the affairs of TSAPC for the period commencing September 1, 2014 and ending on August 31, 2017. As such, Trent Radio will be paid an annual sum from TSAPC and incur costs in relation to management and administration.

| | 2015 | 2014 |
|------------------------------------|---------------|---------------|
| | \$ | \$ |
| Production and management fees | 69,470 | 36,521 |
| Production and management expenses | (42,162) | (6,685) |
| | <u>27,308</u> | <u>29,836</u> |

TRENT RADIO

NOTES TO THE FINANCIAL STATEMENTS (Unaudited)

August 31, 2015

8. 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.