

**Trent Radio BoD**

**July 24, 2019**

**MINUTES OF THE BOARD OF DIRECTORS MEETING at Sadleir House,  
751 George St. N., Peterborough, Ontario on Wednesday, 24 July 2019.**

Present: Alex Campagnolo, Alissa Paxton, Michael Gray, Shannon Culkeen, Bill Templeman

Regrets: Brazil Gaffney-Knox, Angelica Cooper

Also present: Jill Staveley, DGM; Rob Hailman, BTA/LCPM

1. Notice of this meeting having been made to all the Directors, and a quorum being present, the meeting was declared duly constituted and called to order at 4:35pm, with Shannon Culkeen acting as Chair, and Alex Campagnolo recording the minutes of the meeting.
2. The minutes of the previous Board Meeting were presented. UPON A MOTION duly made, seconded and carried unanimously, the minutes of the previous Board meeting, held 26 June 2019, were approved following changes to the spelling of Alissa's first name and the addition of signature lines at the bottom of the document.
3. UPON A MOTION duly made, seconded and carried unanimously, Alissa Paxton was appointed to the Board for the rest of the term.
4. The Financial Reports (Financial Statements and Projected Cashflow August-September 2019) were presented. UPON A MOTION duly made, seconded and carried unanimously, they were approved. Further, UPON A MOTION duly made, seconded and carried unanimously, payment from the Trent Annual to Trent Radio was authorized.
5. The Operations Reports (Parking Lot, Break In, TWSP/TIP, Canada Summer Jobs, Legal Consultation, and Trent Annual Operations) were presented. UPON A MOTION duly made, seconded, and carried unanimously, they were approved.
  - Actionable item: Rob is to follow up with Ester Vincent about Trent Annual operations
6. The 2019/2020 plan was presented. UPON A MOTION duly made, seconded and carried unanimously, it was approved. Within this discussion, UPON A MOTION duly made, seconded and carried unanimously, the Programming Plan was approved. Further, UPON A MOTION duly made, seconded and carried unanimously, Ester Vincent's contract extension was approved, with the intention to increase the contract to 12 months long.
  - Actionable item: Bring Ester Vincent's contract to the next Board MeetingMoreover, UPON A MOTION duly made, seconded and carried unanimously, advancing \$15,000 from the Trent Annual surplus in order to cover other cashflow and Rob's backpay was also approved.
  - Actionable item: Rob and Jill are to draft their restructured job descriptions for the next Board Meeting
7. The Sponsorship Committee is developing a 4x6 sponsorship package for potential Trent Radio sponsors. A Sponsorship Day is planned for August 7<sup>th</sup>.
8. There was one item of other business. The Trent levy opt-out period is now, ending on August 6<sup>th</sup>. We should know in early August what our opt-out percentage is.
9. The next Board meeting is scheduled for August 28<sup>th</sup> at 6pm.
10. There being no other business, the meeting was adjourned at 6:02pm.

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Shannon Culkeen, President & Chair

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Alexander Campagnolo, Secretary