

Trent Radio BoD

May 18, 2020

MINUTES OF THE BOARD OF DIRECTORS MEETING online via Zoom Meeting,
Various Locations in Ontario on Monday May 18, 2020

Present: Alex Campagnolo, Shannon Culkeen, Brazil Gaffney-Knox, Michael Gray, Alissa Paxton, Bill Templeman

Regrets: Katie Pedlar

Also present: Rob Hailman, DoO and Jill Staveley, DoP

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 6:07pm, with Brazil Gaffney-Knox acting as Chair, and Alex Campagnolo recording the minutes of the meeting.
2. The minutes of the most recent Board Meeting were presented. UPON A MOTION duly made, seconded and carried unanimously, the minutes of the most recent Board meeting, which were held on May 18, 2020, were approved.
3. The Operations Reports were presented. UPON A MOTION duly made, seconded and carried unanimously, the Operations Reports of the DoP and DoO were approved. A bird, whose official name will be Cristobal in accordance with the National Hurricane Centre's naming guideline, was found in the house. Season Bizarre continues to be a success. Some Programmers have bowed out, but we are receiving a steady flow of newly interested Programmers. In addition, we are playing Ontario Public Health advertisements.
An update on Trent Radio's grants was given. We have received permission from the CRFC to reallocate the in-concert grant. The remainder of the budget is going toward hand-held recording equipment and artist fees. We are putting up \$1,000 for artist fees, and Sadleir House is matching the fee for a concert series at Sadleir House. We have also received a microgrant of \$2,000 from the CRFC to aid in the transition to remote radio.
4. The Financial Statements were presented. UPON A MOTION duly made, seconded and carried unanimously, the Financial Statements were approved. We are still waiting on the management fee from the Trent Annual. Further, we are awaiting communications from BMO for the Trent Radio credit card.
5. The HR Committee gave an update on the status of Rob and Jill's contracts. We have received contract revisions from Joe Grant. The Committee will follow up with some minor inquiries before they are finalized. The HR Committee will start meeting to develop Trent Radio HR policies. In addition, Job Descriptions will begin to be drafted for inclusion with the final contracts.
6. Jill requested the Board to become involved in Smooth Operator broadcasts by prerecording content. The Board obliged.
7. In other business, there was interest in hosting a Trent Radio social on Facebook. This task was delegated to the Social Committee. Shannon suggested hosting remote, live broadcasts downtown to offer the opportunity to go on air while socially distancing. June 3rd is the first anniversary of John K. Muir's death. There will be special programming in his honour.
8. Retroactively, the Board approved a motion. UPON A MOTION duly made, seconded and carried unanimously, the waiving of the upstairs tenant's rent for April 1st, and reduction of rent to 2/3 of what is owed for June, July, and August was approved.
9. The next Board Meeting will be Monday June 1st at 6:00pm at via online video chat.
10. There being no other business, the meeting was adjourned at 7:04pm.