

TRENT RADIO BoD Meeting
30 August 2021 – 6:05 PM to be held via teleconference

In Attendance: Bill Templeman (Chair), Alissa Paxton, Brazil Gaffney-Knox, and Tim Snoddon. **Also Present:** Jill Staveley, and Rob Hailman.

Regrets: Michael Gray, Jehan Maboob, and Katie Pedlar.

- 1. Chair's opening remarks and agenda approval** Alissa Paxton moves and Tim Snoddon seconds.
- 2. Approval of previous minutes**
No Minutes have been submitted; we'll approve at the next meeting.
- 3. Operations reports**
Rob is doing Trent Radio maintenance. CSJ funding for the second position for Skye Vasey wasn't approved so they may hire another person. Skye and Grayden Hatherly are continuing as TWSP funded staff, working on-site. Only 3 of 6 TWSP jobs were approved and one Trent International position approved. Broadcast certificate hasn't been received though we have been approved and the application was sent in early. Final Trent Annual financial reconciliation. Talking with a private donor about funding some physical plant repairs including eavestroughs. Working with Art Gallery of Peterborough to create a Sunday night arts open mic. Completed recording living library with the New Canadians Centre. Arts Alive funding will partly go toward making the station COVID safer. The rest will fund RC4G workshops, and mentorship. Balancing the hybrid model (in person and virtual) is difficult, staff are thinking about longer term decisions for the station to mitigate this. Upcoming events include Recipe Radio Project Day, Clubs and Groups Day, and federal elections candidates' interviews. Alissa Paxton motions to approve the operations reports, and Tim Snoddon seconds.
- 4. Financial statements**
Rob Hailman presents the financial statements declaring Trent Radio to be in good financial standing. CSJ for this year will show up in the next fiscal year. CRFC first two installments of this year and the last installments of last year. New grant starts in September. Current tenants may leave the apartment, but they haven't given formal notice. Alissa Paxton motions to approve the operations reports, and Brazil Gaffney-Knox seconds.
- 5. Hiring of a new bookkeeper**
Declaring conflict of interest, Alissa Paxton recuses herself. Current bookkeeper, Sue Newman, is looking to retire. Josh Raspberry has been working with Sue for some time and she is proposing he shadow her for a few months to learn the ropes. Brazil Gaffney-Knox moves to move forward with appointing Josh as bookkeeper, Tim Snoddon seconds.
- 6. Dates for upcoming seasons and phased reopening**
Rob Hailman presents the season and reopening calendar. Dates become more uncertain as they move farther away from the present. A lot of uncertainty to come but even if we go back into a lockdown scenario, we could stay open to some capacity to accommodate certain programmers.

7. COVID-19 safety plan

Rob Hailman presents the safety plan developed at the COVID working group with the board two weeks ago. All staff have approved the plan as it stands. Approval of safety plan moved by Tim Snoddon and seconded by Alissa Paxton.

8. Any other business

Jill Staveley asks everyone to participate in the upcoming radio project day focused on family recipes.

9. Date of next meeting

27 September, 2021 at 6 pm.

10. Adjournment