

**TRENT RADIO**  
Board of Directors MINUTES  
August 23, 2023 – 5:30 PM via Teleconference

**In attendance:** Rob Hailman (DoO), Jill Staveley (DoP), Alissa Paxton, Bill Templeman (late), Sebastian Johnston-Lindsay, Andréanna Sullivan (Chair)

**Regrets:** Henry Allen, Trinity Torrejos

**1. Chair's Opening Remarks**

Meeting called to order at 6:00 PM.

**2. Approval of Previous minutes**

**Motion to accept previous minutes**

Alissa Paxton moves to approve. Sebastian Johnston-Lindsay seconds th motion.

**3. Operations Report**

Jill Staveley presents operations reports. See the meeting package for details.

20 Program Proposals received. TWSP staff approved.

Trent Radio to participate in a levy group clubs & groups day in the future.

Rob Hailman acknowledged that August ran smoothly despite Jill's absence.

A C-18 PSA was aired summarized Trent Radio's position.

Some equipment repair/replacement is pending including the Studio B turret switch.

There was a brief router failure.

The PTBO Folk Festival was a positive opportunity for Trent Radio to gain community exposure.

Alissa Paxton asked if Jill & Rob have used their vacation time. Neither staff member has significant carry-over time.

**4. Financial Report**

Rob Hailman presents financial reports. We continue to be in a great financial position. 61k surplus.

Cost of living provision to improve wages shows up as higher salary numbers. Reserve contingency fund of 10k set up.

**Motion to accept financial report and proposed 2024 Budget as presented.**

Moved by Alissa Paxton,

Seconded by Sebastian Johnston-Lindsay

A question was asked if in the future Trent Radio should undergo an environment assessment.

Alex Campagnolo may have done an assessment. Bill Templeman to follow-up.

**Motion to designate 50% of cash surplus as a reserve fund.**

Moved by Alissa Paxton,

Seconded by Sebastian Johnston-Lindsay

**5. Covid 19 Safety Plan**

The relevance of the Covid 19 Safety Plan was discussed. Masks deemed optional. The wishes of those who want to work in a masked environment should be accommodated.

**Motion to repeal the Covid 19 Safety Plan.**

Moved by Sebastian Johnston-Lindsay

Seconded by Alissa Paxton

**6. Committee planning**

The nominating committee will be formed at the AGM. Nominees are welcome to attend Board Meetings to observe.

Bylaw Committee Update – revised bylaws to be presented to the Board prior to the AGM then presented to the AGM for approval

**7. Strategic planning**

Not discussed

**8. Date of next meeting**

Prior to the week of Sept. 18 a poll will be circulated on which the next meeting date can chosen.