

**MINUTES OF THE BOARD OF DIRECTORS MEETING at Trent Radio,
715 George St. N., Peterborough, Ontario on Wednesday, 23 January 2019.**

Present: Alex Campagnolo, Angelica Cooper, Shannon Culkeen, Brazil Gaffney-Knox, Michael Gray, Bill Templeton

Regrets: Julia Fenn

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 6:11pm, with Shannon Culkeen acting as Chair, and Alex Campagnolo recording the minutes of the meeting. Numbering of the discussion topics in the Agenda is to be amended.
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 on 4 December 2018 were approved.
3. The Operations Report (PM/DGM Report and Financial Report) were presented. UPON A MOTION duly made, seconded and carried unanimously, they were approved. For Canada Summer Jobs, two jobs at 35 hours per week are being applied for.
 - Two actionable items were suggested during discussion:
 - o Two people are needed to help Jill when the CRFC Radiometres Grant application is being made. It is due March 8, 2019.
 - o More information is needed in some areas of the Financial Report. Student Levy Receivable, Prepaid Expenses, Fixed Assets at Cost, Accounts Payable, Land, and WSIB were noted as areas in need of explanation.
4. A draft of the new Treasurer position description was presented. The draft was amended during the meeting to the description below. UPON A MOTION duly made, seconded and carried unanimously, it was approved as amended. Election of the position was deferred to the next Board meeting.
 - The Treasurer, or person performing the usual duties of a treasurer, shall be responsible for communicating the financial statements to the Board at each Board meeting. Thus, they shall be granted access to all financial documents. They are also granted signing authority.
5. The state of the TCSA Levy Policy Committee was presented to the Board.
6. An overview of the recent provincial changes to student fees was presented. Discussion followed, focusing on the degree to which Trent Radio is allowed to comment on the changes.
 - Two actionable items were suggested during discussion:
 - o Book a Studio B date and time to create a PSA.
 - o Make posters and educate the membership on the changes.
7. In other business, a Board orientation is being organized for early February. The RPM challenge is back, and volunteers are needed for workshops. A Board of Directors RPM album was also discussed as a potential venture.
8. The next Board Meeting is scheduled for 27 February 2019 at 6pm.
9. There being no other business, the meeting was adjourned at 7:14pm.