

TRENT RADIO BoD AGENDA

10:30am, 8 December 2019, Sadleir House
just prior to the Trent Radio AGM

1. Approve of Previous Minutes from the Nov 14, 2019 and Nov 19, 2019 meetings
2. Presentation & Review of the Annual Report, including
 - a) Presentation of Financial Review prepared by Grant Thornton
 - b) Report of the Nominating Committee
3. Motion to approve all grant applications for the year coming up until the next AGM scheduled for 2019.

“UPON A MOTION duly made, seconded and carried, all grant & funding applications to our regular funding bodies (CRFC, Theatre Trent, RVF, City of Peterborough, Canada Summer Jobs, Artsweek) and to any other new opportunities, deemed relevant and beneficial to Trent Radio are hereby approved.”

4. Any Other Business
5. Set date for next BoD meeting (see AGM Agenda)
6. Farewells and Adjournment

TRENT RADIO BoD AGENDA

about 12:30 pm, 8 December 2019, Sadleir House
(just after the Trent Radio AGM)

1. Informal introductions
2. Appointment of President & Chair (if only to the next BoD meeting)
3. Interim Signing Officer Arrangements
4. Board Particulars for Charity Return
5. Set date for next BoD meeting
6. Adjournment

MINUTES OF THE BOARD OF DIRECTORS MEETING at Trent Radio House, 715 George St. N., Peterborough, Ontario on Thursday 14, 2019

Present: Alissa Paxton, Bill Templeman, Shannon Culkeen, Brazil Gaffney-Knox

Regrets: Alexander Campagnolo, Michael Gray, Angelica Cooper

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 8:05pm, with Shannon Culkeen acting as Chair, and Brazil Gaffney-Knox recording the minutes of the meeting.
2. UPON A MOTION duly made AGM date and notice for the Arthur were approved.
3. UPON A MOTION duly made the nominating committee presented the directors to be nominated at the AGM:
Alex Campagnolo (c), Shannon Culkeen (s), Brazil Gaffney-Knox (s), Michael Gray (s), Alissa Paxton (c), Katie Pedlar (s), & Bill Templeman (c) (s = student & c = community member);
4. The Board also wanted to note that the Sadleir house dining hall has been officially changed to the John K. Muir Dining Hall, and the notice should reflect this change.
5. The meeting was adjourned at 8:25pm.

**MINUTES OF THE BOARD OF DIRECTORS MEETING at Trent Radio House,
715 George St. N., Peterborough, Ontario on Tuesday November 19, 2019**

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

Regrets: Angelica Cooper, Brazil Gaffney-Knox, Alissa Paxton

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 6:08pm, with Shannon Culkeen acting as Chair, and Alex Campagnolo recording the minutes of the meeting.
2. The minutes of the two most recent Board Meetings were presented. UPON A MOTION duly made, seconded and carried unanimously, the minutes of the two most recent Board meetings, held 25 September 2019 and 14 November 2019, were approved following changes to the spelling of Cat Dickinson's name and the additions of signature lines on the 25 September minutes, and the removal of Angelica Cooper from the list of Nominees for the 2019/2020 Board of Directors on the 14 November minutes.
3. The Staff Reports (Director of Operations and Director of Programming) were presented. UPON A MOTION duly made, seconded, and carried unanimously, they were approved. In creating the Annual Financial Review, some errors were detected. It is unclear what impact they will have on finances yet, but it is not to the extent where it is fraudulent. Moving forward, we will be changing our accounting software to QuickBooks. The CRTC annual return is mostly finished, and Grant Thornton will deliver it to us before November 30th. The CMRRA has implemented a new tariff entitling the original content creator of a song payment if there is a copy made of their song. Since we use a logger system, we owe a small sum of money. For the CRFC grant, a recording was done at Sadleir House, and will be available Friday. Roy Lair made a \$20,000 donation to Trent Radio's Physical Plant. We will be using Durable Fence for the new fence and Whalen's Flooring for the new floors. Floors will be installed on December 16th, and we will empty out the studios on December 13th. The goal is to have flooring done by the Christmas broadcast. Further, an accessible railing is needed for the steps leading to the porch.
4. The Annual General Meeting is scheduled for December 8th at 11am. Sadleir House has been booked, the community feast has been organized, OPIRG green dishes have been booked, a Facebook event has been made, and a notice in the Arthur has been posted. All necessary reports are completed or in progress. There will be Board meetings before and after the AGM.
5. In other business, contract negotiations have been stalled due to the inability to gain second opinions from local connections in Human Resources. The Human Resources Committee is going straight to a lawyer with the contracts. Further, the second opt out period of the academic year is coming, with new measures to ensure students are informed leading into their opt in/out decisions.
6. The next Board Meeting is scheduled for December 8th at 10:15am.
7. There being no other business, the meeting was adjourned at 6:43pm.