

Trent Radio BoD

March 16, 2020

MINUTES OF THE BOARD OF DIRECTORS MEETING online via GoToMeeting, Various Locations in Peterborough, Ontario on Monday March 16, 2020

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

Regrets: Shannon Culkeen, 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 6:10pm, 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 was presented. UPON A MOTION duly made, seconded and carried unanimously, the minutes of the most recent Board meeting, which was held on February 24, 2020, were approved.
3. In response to Trent University's decision to suspend classes due to COVID-19, Trent Radio closed until further notice. Since Friday afternoon, only Radio Free Peterborough has been playing. The Spring Season is going to be cancelled. There is contingency planning underway to have some Programming broadcasted via home recording.
4. The Financial Report was presented. UPON A MOTION duly made, seconded and carried unanimously, the Financial Report was approved. The Trent Annual still owes Trent Radio, but the payment is expected very soon.
5. The Operations Reports were presented. UPON A MOTION duly made, seconded and carried unanimously, the Operations Reports of the DoP and DoO were approved. The squirrel is still in the attic and will be addressed soon.
6. A Budget for 2020 until the end of February and forecasted best- and worst-case scenario for 2021 was presented. The 2020 budget is to be updated and forecasted to inform the Board of what wage for Rob and Jill is affordable for the organization to pay.
7. Trent Radio received two official complaints. The first was accusing a Programmer of spreading hate speech. The Second was for playing listener request which had a racist word in it. The complaints are being taken seriously and an action plan for both scenarios is coming soon.
8. The HR Committee provided an update to Jill and Rob on the development of their contracts. A first draft has been completed and circulated to the Committee for comment. The HR Committee is to meet March 23 to discuss the second draft. Rob and Jill will have their contracts given before the next Board meeting so questions can be asked then.
9. The Board was informed that they do have Directors and Officers Liability Insurance.
10. Trent Radio is no longer applying for Ontario Arts Council funding, as the professional conference will likely not run due to COVID-19. The Trent Radio Marathon is moving forward as scheduled but may use a creative Programming technique depending on the state of COVID-19 mitigation.
11. The next Board Meeting will be March 30 at 6:00pm at Trent Radio, or via online video chat depending on the state of COVID-19 mitigation.
12. There being no other business, the meeting was adjourned at 7:01pm.