

TRENT RADIO
Board of Director MINUTES
27 September 2021 – 6:00PM via teleconference

In attendance: Rob Hailman (DoO), Hannah McCammon, Alissa Paxton (minutes), Katie Pedlar (chair), Ness Pringle, Andréanna Sullivan, Bill Templeman

Regrets: Tim Snodden,

1. Chair's remarks and agenda approval:

President Katie Pedlar calls meeting to order at 6pm and reminds all members that this is a learning board and questions are encouraged.

2. Approval of previous minutes:

Motion to approve minutes of November 29th moved by Ness, seconded by Bill & carried

3. Operations Reports:

- a. Director of Operations: failed file server required replacement; a leak from upstairs apartment was discovered –no major damage but hot water heater needed replacement; NCRA* Station Managers' Summit in February– Rob to attend (pandemic pending); bringing Chris Culgin of Birch Home Inspection on as a project manager for site improvements and creating a project priority list.
- b. Director of Programming: Jill gave an overview of Directors' roles; starting three weeks of Entre Season programming; RadioMeters grant project: Your Radio is Their Stage artist residencies underway (<https://kawarthanow.com/2021/10/04/new-trent-radio-project-brings-visual-arts-to-the-airwaves>); Record Production Month** challenge coinciding with audio art workshops in February; Trent Work Study Program funding was reduced but we receive alternate funding from the University for student wages.

Motion to accept Operations Reports moved by Ness, seconded by Katie & carried

4. Financial Statements to October 31, 2021:

Rob led a detailed walk-through of Balance Sheet and Income Statement for new (and returning) board members.

Overview: most income is Trent University Student Levy Fee – every student is a member; other major funder: Radio Fund of Canada.

Biggest expenses: maintenance of space & technology and salaries (we currently have 21 employees including Trent Annual. Jill and Rob are permanent full time, Laurel Paluk is full time for project)

Rob also provided an update of fundraising letter (which will be reflected in future reports): a total of \$1,932 has been raised to date (cost of \$0.13 per dollar raised)

Motion to accept Financial Report moved by Bill, seconded by Alissa & carried

5. Appointment of Additional Officers:

Motion to appoint Rob Hailman as Vice-President and Andréanna Sullivan as Vice-Chair moved by Ness, seconded by Alissa & carried

6. Board Orientation:

Orientation documents provided in Board Package for new and returning Board Directors. Rob to arrange an orientation session for January.

7. Trent Radio Committees:

Overview of existing, past, and proposed committees provided to be revisited and struck in new year.

8. COVID Update:

Situation seems to be worsening. Current operations meet new public health guidelines, but any further re-opening in January on pause. Trent Radio will source rapid tests and N95 masks for staff working on site.

9. Any Other Business:

- a. Letter to Michelle Ferreri, MP: written by Jill, congratulating Ferreri on her win, introducing her to Trent Radio and the concerns and recommendations of the campus and community radio sector.
- b. Strategic Planning: Bill has been in preliminary discussion with local consultant, Lauren Hunter, will continue and bring proposal to the Board

10. Next Meeting:

Winter classes schedules are still in flux. Rob will follow up with a survey of dates/times early in new year.

11. Adjournment:

Meeting adjourned at 7:40pm

*NCRA: National Campus and Community Radio Association (<https://ncra.ca>)

** RMP Challenge: (<https://www.rpmchallenge.com>)