Minutes of Trent Radio Board Meeting
Date: February 20, 2025
Time: 7:30 PM (EST)
Location: Trent Radio House

Board Members Present: Mikaela Lewis, Bill Templeman, Chukwuma Attah, Mary McGillis, Edward Gloade

Non-Board Members Present:
Rob Hailman (Director of Operations), Jill Staveley (Director of Programming)

1. Call to Order and Approval of Agenda
With a quorum present, the meeting was called to order at 7:30 PM EST, chaired by Mikaela Lewis, with Bill Templeman taking the minutes. The agenda was moved for approval by Edward Gloade, seconded by Mary McGillis, and carried unanimously.

2. Approval of Previous Minutes
A motion to approve the corrected minutes was moved by Mary McGillis, seconded by Edward Gloade, and carried.

3. Reports of Directors

Jill Staveley – Director of Operations
Note: As Jill Staveley was not present for the start of this meeting, Rob Hailman presented the first half of the Director of Programming's Report. Upon her arrival, Jill Staveley presented the last half of this report.

- QMPS News Workshop Series & Broadcast (4 sessions to teach, create and record a news broadcast for gr ⅞ students at Queen Mary PS - Eddy Sweeney)
- Erin Clancy Social Justice in Education Class - Story Project Recording FEB 03
- SOCAN DAYS FEB 9/10/11
- Submitted TWSP (4) & TSWEP (1) applications for SU25 & FA25
- Submitted CRFC Radiometres Application: Indigenous Voices on the Airwaves, to meet Strat Plan goals, and to build community connections within our broadcast range, and support work to decolonise Trent Radio as an institution
- Continue to host CUST3139H on Fridays at TRadio House, sharing student work and student voices

- Provincial Elections Period (Jan29-Feb27), impacts Trent Radio programming as we have obligations regarding content. https://crtc.gc.ca/eng/industr/tvradio/guidelec.htm

- Levy Meeting, JAN29, new Levy Rep will be starting soon.
- Mimi finished her contract, and we went out for a celebratory dinner. Created a kudo board that lots of TRadio community members were able to send her kind messages of thanks and appreciation.

SP25 schedule stats:

- 65 regular shows
- 3 syndicated special projects (Luna FM, Words & Culture, earshot daily)
- Produced by 58 Community Members, 24 Trent U Students, 1 CUST Class (20 students)

Jill Staveley also presented the "Fall 2024 Statement of Performance" compiled to meet CRTC requirements.

Rob Hailman – Director of Operations

- "Recording and Mixing with Reaper" workshop Jan 30 went well – 5 attendees, 3 Trent Radio programmers and two others
    - Kat Hicks at Critical Making Studio is keen on continuing to collaborate with Trent Radio further
    - Possibility to convert the workshop material into a series of videos for Trent Radio website
    - Interest from participants in more "hands-on" workshops in future
- Attended NCRA's Station Manager Summit in Ottawa, February 11-13
    - Great opportunity to network with management staff at other campus & community stations.
    - Big takeaways: lots of the challenges we face are common across the sector – but we are an outlier in many ways, often in ways that make us very successful.
    - Presentations from Bram Abramson, CRTC Commissioner for Ontario; Stephen Sienko, Target Broadcasting; and Alex Freedman from the Community Radio Fund.
- Charitable tax receipts issued and mailed out
- CRTC consultations continue
    - "The Path Forward – Working towards a sustainable Canadian broadcasting system" (https://crtc.gc.ca/eng/archive/2025/2025-2.htm) open for interventions until February 24. Not certain if there is any specific areas of interest for Trent Radio but (at time of writing) have not completed review
    - Audio policy review (as mentioned last month) is still forthcoming
        - This is likely to be the most consequential as it impacts the rules & regulations around our programming – e.g. CanCon, spoken work requirements. Exact scope won't be known until notice is published
        - Will definitely make an intervention on behalf of Trent Radio
        - Also considering PSAs (etc) to encourage Trent Radio programmers and Trent & Peterborough communities to get involved
- Nomination for Canadian Journalism Collective board was accepted, election taking place on February 25
- Special programming projects:
    - Broadcasting Peterborough Currents' interviews with Ontario elections candidates are part of our election coverage – Sat Feb 22 & Sun Feb 23, 4:00pm-6:00pm each day
    - RPM Challenge open mic live broadcast / recording as a special episode of the Dug Out, Wed Feb 26, 4:00pm-6:00pm

Rob Hailman also presented the balance sheet, income statement and expenses as of January 31, 2025.

At the conclusion of the above reports, a brief discussion of staff workloads ensued. Both staff members said the involvement of volunteers and temporary workers have had a helpful impact on their workloads.

Upon a motion made by Chukwuma Attah, seconded by Edward Gloade, and carried out, the reports of both directors were approved.

4. **Date of Next Meeting:**

To be determined. Rob Hailman will circulate a "When to Meet" survey so all board members can indicate their availability.

5. Other Business:

Mikela Lewis drew the Board's attention to the need to revisit the Strategic Plan. The Board will consider this matter at the March board meeting and look at the possibility of scheduling a strategic planning session in April.

6. Adjournment
With no further business, the meeting was adjourned at 8:40 PM (EST).