

TRENT RADIO BoD AGENDA
19 January 2022 – 6:00pm
to be held via teleconference

1. Chair's opening remarks and agenda approval
2. Approval of previous minutes
3. Operations reports
4. Financial statements & budget update
5. Fall 2022 programming report
6. Committee nominations

Recent / potential committees include:

- Nominating Committee – recruit & nominate board for election at the 2023 AGM
- HR Committee – develop & review HR policy, contact for any staff HR concerns
- Programming Committee – review & address any programming complaints and programming policies
- By-Law Review Committee – review bylaws for changes to comply with new legislation
- Financial Planning Committee – develop plan for Trent Radio's financial reserves
- Community Radio Awards Committee - programmers can request approval to submit on behalf of our station as an NCRA member

7. Schedule for upcoming meetings
8. Any other business
9. Adjournment

TRENT RADIO
Board of Directors MINUTES
14 December 2022 – 6:30PM via teleconference

In attendance: Rob Hailman (DoO), Jill Staveley (DoP), Andréanna Sullivan, Trinity Torrejos, Henry Allen, Alissa Paxton, Sebastian Johnston-Lindsay, Bill Templeman

Regrets: Tim Snoddon

1. Chair's opening remarks and agenda approval

Andréanna Sullivan chairs the meeting. Meeting called to order at 6:36pm.

2. Approval of previous minutes (20 November 2022)

Motion to approve minutes of November 20th meetings (pre- and post-AGM) moved by Alissa, seconded by Bill & carried

3. Operations reports

Jill & Rob presented operations reports.

4. Financial reports

Rob presented financial report. Discussion around comparison of income vs. last year:

- Grants received last year and not received this year (CSJ, Radiometres), or one-time COVID-related funding (Arts Alive)

Motion to approve reports as presented moved by Alissa, seconded by Trinity and carried

5. Capacity changes for 2023 Spring season

Jill presented the need to increase current capacity limits, to facilitate hosting CUST3931H workshops in the spring season.

Motion to increase capacity in safety plan from 10 to 12 (10 students & 2 staff) moved by Bill, seconded by Andréanna, and carried.

Rob to send safety plan as amended to board.

6. Strategic plan next steps

Rob to invite Lauren Hunter to January board meeting, which will be planned for two hours accordingly.

7. Schedule for upcoming meetings

Rob to send poll by email to find January meeting date

8. Any other business

- *Alissa:* Fundraising letter to past donors is going out tomorrow, with printed schedule and magnet for more recent donors
- *Jill:* Merch is available at Trent Radio – toques, meshback hats, t-shirts in M and XXL

- *Bill*: Recognizing the care and patience that went into addressing recent complaint, and the commitment of time required to do this right
- *Bill*: Seeking clarification on membership amount & ways to pay - \$25, payable by e-transfer
- *Jill*: reminder that charitable donations can be made through Canada Helps

9. Adjournment

Meeting adjourns 7:29 PM

Operations Report – December 14, 2022

Jill Staveley – Director of Programming:

- Entre Season Went Well
- Solstice, Dec 24/25 & NYE Special Programming provided by staff & volunteers
- Still some issues with Libertime
- Lots of donations coming through in December (I think the timing was really good for the letter – we should coordinate that in the future, but maybe not send the schedule as it changes a fair amount for January)
- Fixed up Studio C for workshops, CUST3139H seminar and production space. Would like to put up art – would the board be comfortable assigning themselves to purchase a small, local piece of art to add to our collection annually?
- Merch: We have lots of XXL t shirts left – thinking about modifying them into reusable bags or pillows. Any ideas? Will put out a call for a sewing bee.
- TWSP reimbursement submitted
- TI reimbursement submitted
- Mridul Harbhajanka has been hired to support Day-to-day operations while Rob is on part-time leave. Mridul is applying for her work visa, and will be able to start the contract in late January once the paperwork comes through. This will be 12 weeks @ 35hrs/week.
- CSJ application
- Re:Frame
- Community Radio Awards (NCRA) Deadline Feb 10 – would like to create a committee where programmers can request approval to submit on behalf of our station as an NCRA member.
- RPM Challenge – Skye & Gray in charge
- We'd like to purchase some local art for StudioC and Trent Radio House. I was thinking that the board might approve an annual "local art" investment (possibly using some of our artist fee budget line) to adorn Trent Radio House with a new piece each year. It is my intention that the piece be selected by the board each year, so that the artists we connect with aren't always the same.

Rob Hailman, Director of Operations:

- Tech maintenance & upgrades during shutdown
- Libertime upgrade went OK – as always there are some new issues with each upgrade but most seem to be addressed
- StudioA maintenance:
 - removed broken headphone distro from console, for now replaced with an external unit. Installed distro could be repaired or replaced, except that adapters are epoxied in place making it almost impossible to remove
 - Spent some time investigating telephone module with Jill. Most likely culprit for issues seems to be a failing "send" potentiometer – not surprising, as it possibly original (from 1989) or replaced in 2006.

- More generally, potentiometers and faders across the console are coming due to be replaced. This would require a few thousand dollars in parts and a day or two of technician effort (mine or a hired tech) – raising question of whether this is a worthwhile investment, or an indication the console is due to be replaced with a more modern digital system.
- New computer for StudioC for editing – could also be useful for recording & special projects, reviewing options for gear to facilitate that.
- Response to donor letter:
 - 11 donations, 10 through CanadaHelps and one by cheque
 - Total amount \$3,025

Trent Radio

Balance Sheet

As of December 31, 2022

	TOTAL		
	AS OF DEC. 31, 2022	AS OF DEC. 31, 2021 (PP)	CHANGE
Assets			
Current Assets			
Cash and Cash Equivalent			
1100 Chequing - Bank of Montreal	314,515.14	265,711.35	48,803.79
1110 Tangerine Savings	3.62	3.62	0.00
1115 Paypal	873.59	857.59	16.00
1160 Petty Cash - Programming	0.00	376.54	-376.54
12000 CanadaHelps Clearing	1,964.47	-181.37	2,145.84
12001 Undeposited Funds	25.00	0.00	25.00
Total Cash and Cash Equivalent	\$317,381.82	\$266,767.73	\$50,614.09
Accounts Receivable (A/R)			
1200 Accounts Receivable	6,764.55	6,465.95	298.60
Total Accounts Receivable (A/R)	\$6,764.55	\$6,465.95	\$298.60
1201 Allowance for Doubtful Accounts	-800.00		-800.00
1300 Prepaid Expenses	747.81	733.36	14.45
Total Current Assets	\$324,094.18	\$273,967.04	\$50,127.14
Non-current Assets			
Property, plant and equipment			
1520 Land	10,000.00	10,000.00	0.00
1560 Buildings and Improvements	213,566.01	213,566.01	0.00
1570 Accum Depr - Building	-156,332.00	-153,947.25	-2,384.75
1580 Office Equipment	28,500.31	20,774.21	7,726.10
1590 Accum Depr - Furn and Equip	-21,546.82	-20,774.21	-772.61
1600 Technical Equipment	333,487.10	333,487.10	0.00
1610 Accum Dep'n - Technical	-319,069.86	-312,987.30	-6,082.56
1620 Technical Renovations	9,913.00	9,913.00	0.00
Total Property, plant and equipment	\$98,517.74	\$100,031.56	\$ -1,513.82
Total Non Current Assets	\$98,517.74	\$100,031.56	\$ -1,513.82
Total Assets	\$422,611.92	\$373,998.60	\$48,613.32
Liabilities and Equity			
Liabilities			
Current Liabilities			
Accounts Payable (A/P)			
2200 Accounts Payable	8,764.33	3,826.85	4,937.48
Total Accounts Payable (A/P)	\$8,764.33	\$3,826.85	\$4,937.48
2220 Deferred Revenue	910.00	910.00	0.00
2240 Accrued Liabilities	4,463.50	4,463.50	0.00
2500 Payroll Liabilities			
2510 WSIB Payable	142.01	172.15	-30.14
2580 Federal Taxes	3,164.55	4,567.39	-1,402.84
Total 2500 Payroll Liabilities	3,306.56	4,739.54	-1,432.98
25500 GST/HST Payable	-2,218.22	-3,912.14	1,693.92

	TOTAL		
	AS OF DEC. 31, 2022	AS OF DEC. 31, 2021 (PP)	CHANGE
Total Current Liabilities	\$15,226.17	\$10,027.75	\$5,198.42
Total Liabilities	\$15,226.17	\$10,027.75	\$5,198.42
Equity			
30000 Opening Balance Equity	110,038.60	110,038.60	0.00
Retained Earnings	296,121.10	257,112.51	39,008.59
Net income	1,226.05	-3,180.26	4,406.31
Total Equity	\$407,385.75	\$363,970.85	\$43,414.90
Total Liabilities and Equity	\$422,611.92	\$373,998.60	\$48,613.32

Trent Radio

Profit and Loss

September - December, 2022

	TOTAL		
	SEP - DEC., 2022	SEP - DEC., 2021 (PP)	CHANGE
INCOME			
4000 GOVERNMENT FUNDING			
4090 Federal Grants			
4010 Canada Summer Jobs		9,130.00	-9,130.00
Total 4090 Federal Grants		9,130.00	-9,130.00
4160 Provincial Grants			
4155 Other Provincial	-9.23	5,142.15	-5,151.38
Total 4160 Provincial Grants	-9.23	5,142.15	-5,151.38
4190 Municipal Grants			
Total 4000 GOVERNMENT FUNDING	-9.23	20,272.15	-20,281.38
4200 DONATIONS & FUNDRAISING			
4230 Foundations & Service Groups			
4231 Community Radio Fund of Canada		29,880.00	-29,880.00
Total 4230 Foundations & Service Groups		29,880.00	-29,880.00
4240 Individual Donations	3,441.93	2,805.06	636.87
4310 Trent Student Memberships	101,632.47	94,520.09	7,112.38
4330 Commercial & Non-profit Mships	100.00	300.00	-200.00
4340 Individual Memberships	800.00	845.00	-45.00
Total 4200 DONATIONS & FUNDRAISING	105,974.40	128,350.15	-22,375.75
4500 EARNED REVENUE			
4630 Net On Air Sponsorship - Local			
4610 On Air Sponsorship - Local	2,000.00	2,000.00	0.00
Total 4630 Net On Air Sponsorship - Local	2,000.00	2,000.00	0.00
4660 On Air Time Sales - National	3,262.85	523.80	2,739.05
4725 Net Merchandise Sales			
4720 Merchandise Sales	150.00	162.00	-12.00
Total 4725 Net Merchandise Sales	150.00	162.00	-12.00
4750 Rental Income	3,900.00	3,792.91	107.09
4770 Production Services		900.00	-900.00
4790 Misc. Earned Revenue		60.00	-60.00
Total 4500 EARNED REVENUE	9,312.85	7,438.71	1,874.14
Uncategorized Income	25.00		25.00
Total Income	\$115,303.02	\$156,061.01	\$ -40,757.99
GROSS INCOME	\$115,303.02	\$156,061.01	\$ -40,757.99
EXPENSES			
5000 SALARIES & BENEFITS			
5010 Programming Wage	30,106.71	42,465.80	-12,359.09
5030 Technical Wage	6,380.64	8,226.30	-1,845.66
5070 Administrative Wage	14,040.54	16,957.26	-2,916.72
5075 Trent Annual Payroll	26,334.58	22,120.84	4,213.74
5080 Employee Benefits	3,714.74	4,641.52	-926.78
5086 WSIB Expense	199.64	216.91	-17.27

	TOTAL		
	SEP - DEC., 2022	SEP - DEC., 2021 (PP)	CHANGE
5090 CPP & EI Employer Expense	4,904.04	5,727.98	-823.94
Total 5000 SALARIES & BENEFITS	85,680.89	100,356.61	-14,675.72
6000 ADMINISTRATION			
6010 Contract Staff - Admin	1,865.83	1,370.73	495.10
6030 Audit	4,313.51	4,105.63	207.88
6040 Bank Charges	152.75	755.81	-603.06
6045 Bldg Repair & Maint - TR	3,135.64	3,957.28	-821.64
6050 Bldg Repair & Maint - Upper Apt	213.90	1,404.90	-1,191.00
6060 Insurance & Security	4,475.11	4,344.16	130.95
6072 Management Services Expense		19,789.56	-19,789.56
6075 Meeting Expenses		180.00	-180.00
6080 Memberships & Subscriptions	1,860.35	1,461.88	398.47
6085 Office Equipment & Software	1,575.67	584.73	990.94
6090 Office Supplies	519.50	593.32	-73.82
6100 Printing & Design - Admin		11.50	-11.50
6105 Professional Development	4,417.45		4,417.45
6110 Telephone	311.82	311.56	0.26
6115 Travel & Conference		60.00	-60.00
6120 Utilities	1,565.57	1,248.30	317.27
Total 6000 ADMINISTRATION	24,407.10	40,179.36	-15,772.26
6500 PROGRAMMING			
6515 Artist Fees		9,000.00	-9,000.00
6530 Licences & Tariffs	724.55	918.50	-193.95
6540 Workshop Fees & Expenses	31.18	1,920.00	-1,888.82
Total 6500 PROGRAMMING	755.73	11,838.50	-11,082.77
7000 TECHNICAL			
7010 Contract Staff - Technical		493.70	-493.70
7020 Equipment Acquisition - Tech	1,022.39	2,143.15	-1,120.76
7050 Line Rental	1,862.36	1,926.79	-64.43
Total 7000 TECHNICAL	2,884.75	4,563.64	-1,678.89
7500 MARKETING & PROMOTION			
7520 Advertising	348.50	2,078.80	-1,730.30
7530 Design & Printing		33.12	-33.12
7540 Postage - Marketing		191.24	-191.24
Total 7500 MARKETING & PROMOTION	348.50	2,303.16	-1,954.66
Total Expenses	\$114,076.97	\$159,241.27	\$ -45,164.30
NET INCOME	\$1,226.05	\$ -3,180.26	\$4,406.31

Trent Radio - Budget YE2023 // update at 20221230
Prepared 20230116 RHailman

	Budget YE23	Actual YE23 to Dec30	% of budget
Income			
4000 · GOVERNMENT FUNDING			
4090 · Federal Grants			
4010 · Canada Summer Jobs	\$ 19,479.26	\$ -	0.00%
Total 4090 · Federal Grants	\$ 19,479.26	\$ -	0.00%
4160 · Provincial Grants			
4155 · Other Provincial	\$ 7,600.00	\$ (9.23)	-0.12%
Total 4160 · Provincial Grants	\$ 7,600.00	\$ (9.23)	-0.12%
4190 · Municipal Grants			
4170 · City of Peterborough	\$ 1,500.00	\$ -	0.00%
4185 · Other Municipal	\$ -	\$ -	0.00%
Total 4190 · Municipal Grants	\$ 1,500.00	\$ -	0.00%
Total 4000 · GOVERNMENT FUNDING	\$ 28,579.26	\$ (9.23)	-0.03%
4200 · DONATIONS & FUNDRAISING			
4230 · Foundations			
4231 · Community Radio Fund of Canada	\$ -	\$ -	0.00%
4230 · Foundations - Other	\$ -	\$ -	0.00%
Total 4230 · Foundations	\$ -	\$ -	0.00%
4240 · Individual Donations	\$ 25,000.00	\$ 3,441.93	13.77%
4310 · Trent Student Memberships	\$ 200,000.00	\$ 101,632.47	50.82%
4330 · Commercial & Non-profit Mships	\$ 400.00	\$ 100.00	25.00%
4340 · Individual Memberships	\$ 1,000.00	\$ 800.00	80.00%
4470 · Net Fundraising Events Revenue			
4450 · Fundraising Events	\$ 5,000.00	\$ -	0.00%
4460 · Fundraising Events Expense	\$ (750.00)	\$ -	0.00%
Total 4470 · Net Fundraising Events Revenue	\$ 4,250.00	\$ -	0.00%
Total 4200 · DONATIONS & FUNDRAISING	\$ 230,650.00	\$ 105,974.40	45.95%
4500 · EARNED REVENUE			
4630 · Net On Air Sponsorship - Local			
4610 · On Air Sponsorship - Local	\$ 2,000.00	\$ 2,000.00	100.00%
4620 · On Air Sponsorship Expense	\$ -	\$ -	0.00%
Total 4630 · Net On Air Sponsorship - Local	\$ 2,000.00	\$ 2,000.00	100.00%
4660 · On Air Time Sales - National	\$ -	\$ 3,262.85	0.00%
4725 · Net Merchandise Sales			
4720 · Merchandise Sales	\$ 750.00	\$ 150.00	20.00%
4722 · Merchandise Sales Expense	\$ (250.00)	\$ -	0.00%
Total 4725 · Net Merchandise Sales	\$ 500.00	\$ 150.00	30.00%
4750 · Rental Income	\$ -	\$ 3,900.00	0.00%
4760 · Mgmt Services - Trent Annual	\$ 110,256.51	\$ -	0.00%
4770 · Production Services	\$ 1,500.00	\$ -	0.00%
Total 4500 · EARNED REVENUE	\$ 114,256.51	\$ 9,312.85	8.15%
49900 · Uncategorized Income	\$ -	\$ 25.00	0.00%
Total Income	\$ 373,485.77	\$ 115,303.02	30.87%
Expense			
5000 · SALARIES & BENEFITS			
5010 · Programming Wage	\$ 117,799.17	\$ 30,106.71	25.56%
5030 · Technical Wage	\$ 28,977.29	\$ 6,380.64	22.02%
5070 · Administrative Wage	\$ 44,579.28	\$ 14,040.54	31.50%
5075 · Trent Annual Payroll	\$ 55,848.91	\$ 26,334.58	47.15%
5080 · Employee Benefits	\$ 5,250.00	\$ 3,714.74	70.76%
5086 · WSIB Expense	\$ -	\$ 199.64	0.00%
5090 · CPP & EI Employer Expense	\$ 19,509.39	\$ 4,904.04	25.14%
5000 · SALARIES & BENEFITS - Other	\$ -	\$ -	0.00%
Total 5000 · SALARIES & BENEFITS	\$ 271,964.04	\$ 85,680.89	31.50%
6000 · ADMINISTRATION			
6010 · Contract Staff - Admin	\$ 3,750.00	\$ 1,865.83	49.76%
6030 · Audit	\$ 4,100.00	\$ 4,313.51	105.21%
6040 · Bank Charges	\$ 525.00	\$ 152.75	29.10%
6045 · Bldg Repair & Maint - TR	\$ 10,000.00	\$ 3,135.64	31.36%
6050 · Bldg Repair & Maint - Upper Apt	\$ 2,000.00	\$ 213.90	10.70%
6055 · Depreciation	\$ 11,000.00	\$ -	0.00%

6060 · Insurance & Security	\$ 4,200.00	\$ 4,475.11	106.55%
6070 · Legal & Other Professional	\$ 1,000.00	\$ -	0.00%
6072 · Management Services Expense	\$ 25,000.00	\$ -	0.00%
6075 · Meeting Expenses	\$ 200.00	\$ -	0.00%
6080 · Memberships & Subscriptions	\$ 2,600.00	\$ 1,860.35	71.55%
6085 · Office Equipment & Software	\$ 750.00	\$ 1,575.67	210.09%
6090 · Office Supplies	\$ 1,000.00	\$ 519.50	51.95%
6095 · Postage & Courier	\$ -	\$ -	—
6100 · Printing & Design - Admin	\$ -	\$ -	—
6105 · Professional Development	\$ 5,000.00	\$ 4,417.45	88.35%
6110 · Telephone	\$ 950.00	\$ 311.82	32.82%
6115 · Travel & Conference	\$ 1,000.00	\$ -	0.00%
6120 · Utilities	\$ 4,500.00	\$ 1,565.57	34.79%
6125 · Volunteer Expenses	\$ 1,000.00	\$ -	0.00%
6130 · Misc. Admin. Expense	\$ 1,000.00	\$ -	0.00%
Total 6000 · ADMINISTRATION	\$ 79,575.00	\$ 24,407.10	30.67%
6500 · PROGRAMMING			
6515 · Artist Fees	\$ 5,000.00	\$ -	0.00%
6525 · Hospitality & Reception	\$ -	\$ -	—
6530 · Licences & Tariffs	\$ 2,600.00	\$ 724.55	27.87%
6535 · Programming Expenses	\$ -	\$ -	—
6540 · Workshop Fees & Expenses	\$ -	\$ 31.18	—
6545 · Misc. Programming Expense	\$ -	\$ -	—
Total 6500 · PROGRAMMING	\$ 7,600.00	\$ 755.73	9.94%
7000 · TECHNICAL			
7010 · Contract Staff - Technical	\$ 1,000.00	\$ -	0.00%
7020 · Equipment Acquisition - Tech	\$ 3,000.00	\$ 1,022.39	34.08%
7040 · Equipment Repair & Maint - Tech	\$ 2,000.00	\$ -	0.00%
7050 · Line Rental	\$ 5,500.00	\$ 1,862.36	33.86%
Total 7000 · TECHNICAL	\$ 11,500.00	\$ 2,884.75	25.08%
7500 · MARKETING & PROMOTION			
7520 · Advertising	\$ 1,560.00	\$ 348.50	22.34%
7530 · Design & Printing	\$ -	\$ -	—
7540 · Postage - Marketing	\$ -	\$ -	—
7550 · Misc. Marketing Expense	\$ -	\$ -	—
Total 7500 · MARKETING & PROMOTION	\$ 1,560.00	\$ 348.50	22.34%
Total Expense	\$ 372,199.04	\$ 114,076.97	30.65%
Net Income	\$ 1,286.73	\$ 1,226.05	95.28%
Non-cash expenses	\$ 11,000.00	\$ -	0.00%
Capital contributions	\$ -	\$ -	—
Net Cash Flow	\$ 12,286.73	\$ 1,226.05	9.98%

Fall 2022 STATEMENT OF PERFORMANCE (September - December 2022):

Overall, it is my opinion that:

- 1) Trent Radio's programming is balanced, and
- 2) Trent Radio's programming is in compliance with its broadcast license.

Digital/Online programme logs for each broadcast day are to be completed and we are required by the CRTC to maintain these logs for 4 weeks. Programmers fulfill music sheet & programme log compliance requirements through a Google Form.

All sponsorship Proof of Performance sheets are completed and kept for one year.

All music sheet data is now kept indefinitely to accompany and facilitate the rebroadcast of archive content.

Prepared by Jill Staveley, (DoP)

Reference:

The Commission's primary objective for the community radio sector is that it provides a local programming service that differs in style and substance from that provided by commercial stations and the CBC. The programming should be relevant to the communities served, including official language minorities. The Commission considers that community stations should add diversity to the broadcasting system by increasing program choice in both music and spoken word.

They should contribute to diversity at three levels:

Community stations should offer programming that is different from and complements the programming of other stations in their market. Their not-for-profit nature and community access policies should assist them in contributing to the achievement of this objective.

Community stations should be different from other elements of the broadcasting system, including commercial stations and stations operated by the CBC.

The programming broadcast by individual community stations should be varied and provide a wide diversity of music and spoken word.

Our license requirements regarding Content Categories are based on our license type (Community) and our specific license conditions (CFFF):

CRTC Community License

- at least 20% of all musical selections be drawn from categories other than sub-category 21.
- the Commission will require, by condition of licence, that all campus and community stations broadcast a minimum of 15% spoken word each broadcast week. For the purpose of this requirement, all spoken word shall be locally produced.

CFFF

- The licensee shall devote, in each broadcast week, a minimum of 12% of its musical selections from content category 3 (Special Interest Music) to Canadian selections broadcast in their entirety.

Trent Radio Internal Policy

- Maximum 5% Hits (as per non-competition agreement with CORUS)
- 25% of programming be devoted to Foreground Format (an old CRTC requirement that we continue to value and strive to achieve). Measurement of this goal is not set up.

Total Stats	FA22 hr/wk	%	CAT 21 maximum factor stats	FA22 hrs/wk	%	Music Stats	FA22 hrs/wk	%			
CAT 1	24.1	19%	CAT 21	48.6	47%	CAT 2	79.3	78%			
CAT 2	79.3	63%	2x	30.7	28%	CAT 3	22.6	22%			
CAT 3	22.6	18%	CAT 3	22.6	24%						
TOTAL	126	100		101.9	100		101.9				

Average Weekly Stats - Report covers regular broadcast hours (6:00 – midnight daily, including RFP)

Content Category	CRTC Required	TRadio Req	Weekly Average
CATEGORY 1 – SPOKEN WORD	MIN 15% of all programming (19hrs)		19% (24.1hrs)
11 – NEWS			-
12 – S/W Other			24.1 hrs
CATEGORY 2 – POPULAR MUSIC (35% CanCon)			63% (79.3hrs)
21-pop rock & dance	At least 20% of ALL MUSICAL SELECTIONS must be drawn from categories other than 21 / MAX 80 % of ALL MUSICAL SELECTIONS		48.6% of all musical selections were drawn from CAT21 selections. 51.4% of all musical selections were drawn from categories other than CAT21.
22 - country & country oriented			21.05hrs
23 – acoustic			8.9hrs
24 – easy listening			0.75hrs

CATEGORY 3 – TRAD & SPECIAL INTEREST (12% CanCon)	MIN 5% of all Musical Selections		22% of all musical selections (22.6hrs)
31 – concert			hrs
32 – Folk & Folk Oriented			2.25hrs
33 – World Beat/International			7.1hrs
34 – Jazz & Blues			2.9hrs
35 – Religious			1hrs
36 – Audio Art			9.35hrs
HITS PLAYED	No specification	MAX 5%	Below TR MAX
Station Produced			120HRS
Adv & Sponsorship		MAX 252 minutes	Below TR MAX

Description	Fall'22
Total "live" b.casting hours / week (average)	64hrs
Number of Regular Producers	61
Number of Programmes (excluding repeats, TRadio archive & produced)	44
*Red Morning Radio	7hrs
*Local Music Playlist (new, not RFP) (average)	50hrs

Prepared by Jill Staveley 20221128

The People

Staff Programmes: 5
 Archive Series: 1 (WDTCP) x 6 episodes per week
 Red Morning Radio: 7/week
 Smooth Op LIVE: 5+/week
 Smooth Op Pre-Record: ~12/week
 New Programme Repeat: 4/week
 Programming Instances Total: 66

Live Programming Instances: 19
Programmers: 55

- 38 Community Members
- 13 Trent U Students
- 6 Student Staff
- 1 Highschool Co-Op Student
- 3 Community/Student Groups (Champlain College, Gzowski College, CCB)
- ~ 10 others (bod, Operators, group participants, special contributors/supporters)
- 2 production support programmes (via zoom)

New Programmers (Programmer Orientation Completed)

Carlos Quintero

Alberto Lopez Aleman

Henry Allen

Drake Stillie

Rylan Needham

Jaya Hawley

Kelsey Scott

Zachary Weber

Ashlyn Kerr Sutcliffe

Anna Entzin-Telford

Barbara Ratz

Abby Hellier

Sarah Simms

Egan Henderson

Reese Andison (tWSP)

Kendall Boissoneau (tWSP)

David King

Izzy Lloyd

Sponsorship & Advertising

Silver Bean x 2 (25 Sep/Oct'22) + x 2 (25 June/July'23) Silver Sponsor

Sam's Place x 3/week for Full Year (Nov'22 - Oct'23) Gold Sponsor

Renegade Apparel x 3/week for Full Year (Nov'22 - Oct'23) Gold Sponsor

Target Broadcasting x Contracts to broadcast government messages during Indigenous programming blocks

Projects

Ms. Laton's Awesome Authors (WDTCP) x5

Glasspool GR9 French (ASC) x 60

Ms. Laton - Solstice x 30

NCCYL Radio Training x 10

Notable Programming Dates: FALL 2022 Broadcast Season

AUG 22 PP EARLY BIRD DEADLINE

SEP 6 Pre-Season (for Early Bird Applications)

SEP 6 - TWSP Start

SEP 7 @ 1-2pm - SilverBean Cafe

SEP 12-17 Dis-Orientation Week

SEP13 Clubs & Groups Day

SEP 14 High School Co-Op (Izzy Lloyd) Start

SEP 14 @ 1-2pm - Sadleir House Lecture Hall

SEP 15 @ 1pm visit CUST2035 BL 103

SEP 15 @ 3:30-5:00pm - BL102 (Symons Campus)

SEP 16 Fall Regular PP Deadline

SEP 19 Levy Council Meeting

SEP 24 Fall Season (12 weeks)

OCT 11-27 KPR Radio Workshop Series (GR 9, Adam Scott, French Class)

OCT 15-21 Municipal Coverage, DIY Spots produced with/for Ward Candidates

OCT 22 Municipal Elections

OCT 18 KPR Radio Outreach (GR5, QMPS, Spooky Stories for WDTCP)

OCT 16 NCRA AGM

OCT 24 READING BREAK START

OCT 31 KPR Broadcasts (Radio Project)

NOV 01 NEW TWSP SHOWS START (Trent U Sports, INDIGitivity)

NOV 04 LEVY COUNCIL MEETING

NOV 16 NCCYL TRAINING #1 (Zoom)

NOV 23 NCCYL TRAINING #2 (In Person)

NOV 20 Annual General Meeting (Zoom)

NOV 21 CRFC LJI Application Deadline

NOV 22 CRFC AGM

NOV 26 ORKIN 1-way door installation (attic, squirrel removal)

NOV 30 Tom Jackson Interview (Trent U Event)

DEC 03 Peterborough City, Community Grant Deadline

DEC 09 CoOp Visit (Teacher Tour)

Dec 12-19 CoOp In-Person Community Interviews

DEC 09-14 KPR Radio Workshop Series (GR, Adam Scott, Geography for Solstice RPD)

DEC 17 Fall Season END

DEC 18 Entre Season (3 week Winter Break from regular programming)

DEC 21 Solstice RPD

DEC 24 Christmas EVE RPD

DEC 25 Christmas RPD

DEC 31 NYE RPD

