

TRENT RADIO BoD AGENDA
21 September 2023 – 8:00pm
to be held via teleconference

1. Chair's opening remarks and agenda approval
2. Approval of previous minutes
3. Financial statements
4. Summer 2023 reports
5. Review of new by-law
6. Setting date of 2023 Annual General Meeting
7. Committee planning
 - Financial planning committee
 - Nomination committee
8. Strategic planning
9. Date of next meeting
10. Any other business
11. Adjournment

TRENT RADIO
Board of Directors MINUTES
August 23, 2023 – 5:30 PM via Teleconference

In attendance: Rob Hailman (DoO), Jill Staveley (DoP), Alissa Paxton, Bill Templeman (late), Sebastian Johnston-Lindsay, Andréanna Sullivan (Chair)

Regrets: Henry Allen, Trinity Torrejos

1. Chair's Opening Remarks

Meeting called to order at 6:00 PM.

2. Approval of Previous minutes

Motion to accept previous minutes

Alissa Paxton moves to approve. Sebastian Johnston-Lindsay seconds th motion.

3. Operations Report

Jill Staveley presents operations reports. See the meeting package for details.

20 Program Proposals received. TWSP staff approved.

Trent Radio to participate in a levy group clubs & groups day in the future.

Rob Hailman acknowledged that August ran smoothly despite Jill's absence.

A C-18 PSA was aired summarized Trent Radio's position.

Some equipment repair/replacement is pending including the Studio B turret switch.

There was a brief router failure.

The PTBO Folk Festival was a positive opportunity for Trent Radio to gain community exposure.

Alissa Paxton asked if Jill & Rob have used their vacation time. Neither staff member has significant carry-over time.

4. Financial Report

Rob Hailman presents financial reports. We continue to be in a great financial position. 61k surplus.

Cost of living provision to improve wages shows up as higher salary numbers. Reserve contingency fund of 10k set up.

Motion to accept financial report and proposed 2024 Budget as presented.

Moved by Alissa Paxton,

Seconded by Sebastian Johnston-Lindsay

A question was asked if in the future Trent Radio should undergo an environment assessment.

Alex Campagnolo may have done an assessment. Bill Templeman to follow-up.

Motion to designate 50% of cash surplus as a reserve fund.

Moved by Alissa Paxton,

Seconded by Sebastian Johnston-Lindsay

5. Covid 19 Safety Plan

The relevance of the Covid 19 Safety Plan was discussed. Masks deemed optional. The wishes of those who want to work in a masked environment should be accommodated.

Motion to repeal the Covid 19 Safety Plan.

Moved by Sebastian Johnston-Lindsay

Seconded by Alissa Paxton

6. Committee planning

The nominating committee will be formed at the AGM. Nominees are welcome to attend Board Meetings to observe.

Bylaw Committee Update – revised bylaws to be presented to the Board prior to the AGM then presented to the AGM for approval

7. Strategic planning

Not discussed

8. Date of next meeting

Prior to the week of Sept. 18 a poll will be circulated on which the next meeting date can chosen.

Trent Radio

Balance Sheet

As of August 31, 2023

		TOTAL	
	AS OF AUG. 31, 2023	AS OF AUG. 31, 2022 (PY)	CHANGE
Assets			
Current Assets			
Cash and Cash Equivalent			
1100 Chequing - Bank of Montreal	325,708.53	207,305.43	118,403.10
1110 Tangerine Savings	3.71	3.62	0.09
1115 Paypal	953.04	873.59	79.45
12000 CanadaHelps Clearing	24.13	39.84	-15.71
Plooto Instant (Canada - CAD)	262.34		262.34
12001 Undeposited Funds	412.00	0.00	412.00
Total Cash and Cash Equivalent	\$327,363.75	\$208,222.48	\$119,141.27
Accounts Receivable (A/R)			
1200 Accounts Receivable	86,828.21	105,852.70	-19,024.49
Total Accounts Receivable (A/R)	\$86,828.21	\$105,852.70	\$ -19,024.49
1201 Allowance for Doubtful Accounts	-800.00	-800.00	0.00
1300 Prepaid Expenses	2,904.45	3,318.26	-413.81
Total Current Assets	\$416,296.41	\$316,593.44	\$99,702.97
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	-156,332.00	0.00
1580 Office Equipment	28,500.31	28,500.31	0.00
1590 Accum Depr - Furn and Equip	-21,546.82	-21,546.82	0.00
1600 Technical Equipment	333,487.10	333,487.10	0.00
1610 Accum Dep'n - Technical	-319,069.86	-319,069.86	0.00
1620 Technical Renovations	9,913.00	9,913.00	0.00
Total Property, plant and equipment	\$98,517.74	\$98,517.74	\$0.00
Total Non Current Assets	\$98,517.74	\$98,517.74	\$0.00
Total Assets	\$514,814.15	\$415,111.18	\$99,702.97

	TOTAL		
	AS OF AUG. 31, 2023	AS OF AUG. 31, 2022 (PY)	CHANGE
Liabilities and Equity			
Liabilities			
Current Liabilities			
Accounts Payable (A/P)			
2200 Accounts Payable	2,345.49	6,665.99	-4,320.50
Total Accounts Payable (A/P)	\$2,345.49	\$6,665.99	\$ -4,320.50
2220 Deferred Revenue	34,196.19	960.00	33,236.19
2240 Accrued Liabilities	4,463.50	4,463.50	0.00
2500 Payroll Liabilities			
2505 Direct Deposit Payable	-7,746.49	0.00	-7,746.49
2510 WSIB Payable	107.16	69.18	37.98
2580 Federal Taxes	6,001.84	3,990.92	2,010.92
Total 2500 Payroll Liabilities	-1,637.49	4,060.10	-5,697.59
25500 GST/HST Payable	-513.50	-513.50	0.00
Receiver General Suspense	-3,929.90	-6,684.61	2,754.71
Total Current Liabilities	\$34,924.29	\$8,951.48	\$25,972.81
Total Liabilities	\$34,924.29	\$8,951.48	\$25,972.81
Equity			
30000 Opening Balance Equity	110,038.60	110,038.60	0.00
Retained Earnings	296,121.10	257,112.51	39,008.59
Profit for the year	73,730.16	39,008.59	34,721.57
Total Equity	\$479,889.86	\$406,159.70	\$73,730.16
Total Liabilities and Equity	\$514,814.15	\$415,111.18	\$99,702.97

Note

Subject to review and adjustment.

Trent Radio

Profit and Loss

September 2022 - August 2023

	TOTAL		
	SEP. 2022 - AUG. 2023	SEP. 2021 - AUG. 2022 (PY)	CHANGE
INCOME			
4000 GOVERNMENT FUNDING			
4090 Federal Grants			
4010 Canada Summer Jobs	3,759.00	13,338.00	-9,579.00
Total 4090 Federal Grants	3,759.00	13,338.00	-9,579.00
4160 Provincial Grants			
4155 Other Provincial	9,590.78	10,397.53	-806.75
Total 4160 Provincial Grants	9,590.78	10,397.53	-806.75
4190 Municipal Grants			
4170 City of Peterborough		6,000.00	-6,000.00
		3,250.00	-3,250.00
Total 4190 Municipal Grants		9,250.00	-9,250.00
Total 4000 GOVERNMENT FUNDING	13,349.78	32,985.53	-19,635.75
4200 DONATIONS & FUNDRAISING			
4220 Corporations			
	500.00		500.00
4230 Foundations & Service Groups			
4231 Community Radio Fund of Canada	17,588.81	60,899.54	-43,310.73
Total 4230 Foundations & Service Groups	17,588.81	60,899.54	-43,310.73
4240 Individual Donations			
	5,423.06	21,330.89	-15,907.83
4310 Trent Student Memberships			
	198,482.23	187,315.66	11,166.57
4330 Commercial & Non-profit Mships			
	200.00	400.00	-200.00
4340 Individual Memberships			
	1,246.81	920.00	326.81
4410 Special Events Donations			
	76.00		76.00
Total 4200 DONATIONS & FUNDRAISING	223,516.91	270,866.09	-47,349.18
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			
	6,074.25	4,349.95	1,724.30
4710 Interest Income			
	0.09		0.09
4725 Net Merchandise Sales			
4720 Merchandise Sales	395.00	554.00	-159.00
4722 Merchandise Sales Expense		-1,007.58	1,007.58
Total 4725 Net Merchandise Sales	395.00	-453.58	848.58
4750 Rental Income			
	11,340.00	11,503.14	-163.14
4760 Mgmt Services - Trent Annual			
	140,851.09	101,086.96	39,764.13
4770 Production Services			
	1,349.75	900.00	449.75
4790 Misc. Earned Revenue			
		60.30	-60.30
Total 4500 EARNED REVENUE	162,010.18	119,446.77	42,563.41
Total Income	\$398,876.87	\$423,298.39	\$ -24,421.52
GROSS PROFIT	\$398,876.87	\$423,298.39	\$ -24,421.52

	TOTAL		
	SEP. 2022 - AUG. 2023	SEP. 2021 - AUG. 2022 (PY)	CHANGE
EXPENSES			
5000 SALARIES & BENEFITS			
5010 Programming Wage	127,898.72	120,688.12	7,210.60
5030 Technical Wage	19,531.81	25,753.30	-6,221.49
5070 Administrative Wage	32,941.53	51,721.17	-18,779.64
5075 Trent Annual Payroll	64,135.52	51,664.12	12,471.40
5080 Employee Benefits	4,266.32	4,641.52	-375.20
5086 WSIB Expense	596.89	593.95	2.94
5090 CPP & EI Employer Expense	16,767.61	16,597.81	169.80
Total 5000 SALARIES & BENEFITS	266,138.40	271,659.99	-5,521.59
6000 ADMINISTRATION			
6010 Contract Staff - Admin	5,374.87	3,865.29	1,509.58
6030 Audit	4,313.51	4,105.63	207.88
6040 Bank Charges	425.88	1,038.81	-612.93
6045 Bldg Repair & Maint - TR	5,126.94	8,884.93	-3,757.99
6050 Bldg Repair & Maint - Upper Apt	213.90	1,529.63	-1,315.73
6055 Depreciation		9,239.92	-9,239.92
6060 Insurance & Security	4,475.11	4,344.16	130.95
6072 Management Services Expense		21,010.76	-21,010.76
6075 Meeting Expenses		180.00	-180.00
6080 Memberships & Subscriptions	2,910.90	2,644.59	266.31
6085 Office Equipment & Software	4,126.67	792.48	3,334.19
6090 Office Supplies	730.63	1,281.28	-550.65
6095 Postage & Courier	142.89		142.89
6100 Printing & Design - Admin	112.26	11.50	100.76
6105 Professional Development	4,417.45	4,417.45	0.00
6110 Telephone	941.80	859.19	82.61
6115 Travel & Conference	34.81	461.65	-426.84
6120 Utilities	4,485.58	4,186.26	299.32
6125 Volunteer Expenses	729.73	20.22	709.51
Total 6000 ADMINISTRATION	38,562.93	68,873.75	-30,310.82
6500 PROGRAMMING			
6505 Contract Staff - Programming	5,000.00		5,000.00
6515 Artist Fees	250.00	19,000.00	-18,750.00
6525 Hospitality & Reception	538.71		538.71
6530 Licences & Tariffs	1,724.49	3,247.30	-1,522.81
6535 Programming Expenses		362.26	-362.26
6540 Workshop Fees & Expenses	31.18	2,040.00	-2,008.82
6545 Misc. Programming Expense		9.26	-9.26
Total 6500 PROGRAMMING	7,544.38	24,658.82	-17,114.44
7000 TECHNICAL			
7010 Contract Staff - Technical	319.54	493.70	-174.16
7020 Equipment Acquisition - Tech	4,439.53	10,191.83	-5,752.30
7050 Line Rental	5,612.01	5,470.62	141.39
Total 7000 TECHNICAL	10,371.08	16,156.15	-5,785.07
7500 MARKETING & PROMOTION			
7520 Advertising	1,342.65	2,660.30	-1,317.65
7530 Design & Printing	1,137.27	69.55	1,067.72
7540 Postage - Marketing		191.24	-191.24

	TOTAL		
	SEP. 2022 - AUG. 2023	SEP. 2021 - AUG. 2022 (PY)	CHANGE
7550 Misc. Marketing Expense	50.00	20.00	30.00
Total 7500 MARKETING & PROMOTION	2,529.92	2,941.09	-411.17
Total Expenses	\$325,146.71	\$384,289.80	\$ -59,143.09
PROFIT	\$73,730.16	\$39,008.59	\$34,721.57

Note

Subject to review and adjustment.

Spring 2022 STATEMENT OF PERFORMANCE (January - April 2023):

Overall, it is our 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 logs are available through libretime analytics, and available upon request.
- All music sheet data is now kept indefinitely to accompany and facilitate the rebroadcast of archive content.

Prepared by Jill Staveley (DoP) & Mridul Harbhajanka (PVSC)

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.

Calculations are based on blocks of time, rather the selections of music. If audited by the CRTC, these calculations for the window of time requested would be based on the number of tracks played, rather than the duration of the content category playlist.

Trent Radio end of season programming statistics do not include spoken word minutes from music shows for two reasons. (i) in order to include spoken word in small chunks, we must indicate start and end time of each segment (song intro, foreground format - etc), which we currently do not request from our programmers, (ii) in building our schedule and calculating statistics at the beginning and end of each season, we believe that it is in our best interest to underestimate quota minimum requirements so that we do not become complacent with these conditions of license.

Total Stats	SU23 hr/wk	%	CAT 21 maximum factor stats	SU23 hrs/wk	%	Music Stats	SU23 hrs/wk	%		
CAT 1	27.75	22%	CAT 21	33.75	34%	CAT 2	62.25	63%		
CAT 2	62.25	49%	2x	28.5	29%	CAT 3	36	37%		
CAT 3	36	29%	CAT 3	36	37%					
TOTAL	126	100		98.25	100					

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)		22% (27.75hrs)
11 – NEWS			5hrs
12 – S/W Other			22.75hrs

CATEGORY 2 – POPULAR MUSIC (35% CanCon)			49% (62.25hrs)
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		34% of all musical selections were drawn from CAT21 selections (33.75hrs). 66% of all musical selections were drawn from categories other than CAT21.
22 - country & country oriented			20hrs
23 – acoustic			8hrs
24 – easy listening			.5hrs
CATEGORY 3 – TRAD & SPECIAL INTEREST (12% CanCon)	MIN 5% of all Musical Selections		37% of all musical selections (36hrs)
31 – concert			0.5hrs
32 – Folk & Folk Oriented			3hrs
33 – World Beat/International			7.5hrs
34 – Jazz & Blues			10.5hrs
35 – Religious			1hrs
36 – Audio Art			13.5hrs
HITS PLAYED	No specification	MAX 5%	Below TR MAX
Station Produced			120HRS
Adv & Sponsorship		MAX 252 minutes	Below TR MAX

Description	SU'23
Total LIVE NEW b.casting hours / week (average)	14.5
Total TAPED NEW b.casting hours / week (average)	30
Total repeat/archive/automated block hours / week (average)	16.5
Total Number of Local Music (aka RFP) Hrs/week	65
Total Broadcast Hours (per CRTC definition) / week	126
Number of Regular Volunteer Producers	35
Number of Volunteer Produced Programmes/week	23
Number of 'live' Staff Produced Programmes/week	5
Where Do The Children Play episodes/week (Youth Programming Priority)	8
Smooth Op episodes/week (incl. LJI News shorts)	19
Drums & Voices (Indigenous Music Priority)	7hrs
Total Number of Programming Instances (incl. Weekly repeats, automated blocks & TRadio Produced)	67

Prepared by Jill Staveley 202308##

The People

- 27 Community Members
- 6 Trent U Students
- 2 Student Staff
- 1 Project Staff (LJI)
- 0 Highschool Co-Op Student (til Jan 26)
- 2 Community/Student Groups (Champlain College, CCB)
- ~ 10 others (bod, Operators, group participants, special contributors/supporters)
- 2 production support programmes (via zoom)

- 3 core staff

8 New Programmers (Programmer Orientation Completed)

Alexander Taveros Crespo

Luis Ruiz Avilez

Robert Hood

Sioux Dixon

Brooklyn Doran

Cole McLean

Evan Robins

Ashley Hall

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

Notable Programming Dates: SUMMER 2023 Broadcast Season

01 May - Season Start

01 May - LJI Start, welcome Eddy Sweeney

01 May - SOSEC Start, welcome David King

10 May - Radio On The Go, first training @ Student Centre

12 May - Radiometres 2nd Stage Application Submitted

15 May - Jill Time Off (moving)

23 May - Rob Return Full Time

29 May - Jill Return To Work

10 June - Rob Time Off (vacation)

14 June - Backflow Prevention Test

20 June - NCRA AGM

21 June - Rob Return To Work

26 June - CSJ Summer Producer Start, welcome Mikaela Lewis (8 weeks)

29 June - Levy Groups Meeting

29 June - Bylaw Committee Meeting

30 June - Radio Project Day: Battle of The Bands

07 July - summer Social @ Sadleir House

17 July - Jill Time Off

21 July - Trent U Summer Orientation

27 July - Bylaw Committee Meeting

29 July - Worldbuilder Radio Project Day

01 Aug - Off Campus Housing Event (Pre-recorded interviews)

03 Aug - Meeting Re: Trent Radio's response to Bill C-18

04 Aug - Pop Up Live Broadcast & PP Workshop @ Tragically Dipped
11 Aug - Laser Tag Summer Social
16 Aug - Financial Planning Committee Meeting
17 Aug - Pop Up Live Broadcast & PP Workshop @ The Food Shop
18 Aug - TX Issues, off air due to storm/power surge destroying our router
19/20 Aug - Peterborough Folk Festival Booth
21 Aug - Bylaw Committee Meeting

FALL 2023 STATISTICS

49 Programme Proposals
Of which
25 Pre-Season Deadline
24 Regular Fall Season Deadline

65 Programmers
Of which
50 Community Members (includes graduate students)
3 Staff Shows
12 Student Members

Application: LJI-0000000177

Jill Staveley - info@trentradio.ca
Local Journalism Initiative

Summary

ID: LJI-0000000177
Last submitted: 2023 Aug 28 03:41 PM (EDT)

LJI-2023-2024 Progress Report

Completed - 2023 Aug 28

LJI/IJL 2023-2024

BUDGET

How many journalists did you hire?

1

What date did your journalist start:

2023 May 1

Hourly rate (\$)

\$ 25

Hours worked per week

37.5

Budget

Salaries

How much have you spent from the start of your project until August 15, 2023 in journalist salaries?

\$ 14179.50

Equipment

How much have you spent from the start of your project until August 15, 2023 in equipment?

\$ 1361.21

The Local Journalism Initiative program is currently in place until March 31, 2024.

This means that all journalistic activities related to the program should be complete by March 31, 2024. With the current amount that has been allocated to you for this final round of the program, select which answer best reflects your financial needs related to the LJI:

The amount that has been allocated to the project is sufficient to what is needed to pay the journalist until a date LATER than March 31, 2024.

Provide details on your selected answer:

If you have indicated that the amount allocated to the project is not sufficient to remunerate the journalist, please specify in this section the amount necessary (Salary/ Equipment) for the journalist to continue their coverage until March 31, 2024?

If you have indicated that the amount allocated to the project will fund activities beyond March 31, 2024, please let us know the amount that is superior to keeping the journalist in place until the end date and to which date is would keep the journalist in place.

Our current forecast indicates that we would have \$2530.21 of unspent allocation remaining in our LJI budget at March 31, 2024

Any other information you would like to share about the project budget or deadline?

(No response)

IMPACT

Underserved communities covered

We would like to know if underserved communities have been better served or covered by the journalistic content created by your journalist.

Check all that apply.

Responses Selected:

Indigenous, please specify:

LGBTQ2+

Provide more details as necessary.

If you have multiple journalists and they focus on different communities please clarify here.

The main goals for our participation in the LJI program were to support under-represented voices and perspective in local civic journalism. Our LJI has created content seeking to platform Local Artists, Indigenous Community Member perspectives within our broadcast range that reaches Curve Lake First Nation, Alderville First Nation and Hiawatha First Nation; New Comers to Canada; Women in Sports and 2SLGBTQ+ communities.

Description of content being produced by the journalist and general activities / workflow at the station (Format, length, frequency, etc.)

Up until the LJI Training Sessions, there have been roughly two stories per week (this is less than the LJI expectation and after the Training sessions he will be meeting the minimum), averaging 5-7 minutes in length. Most stories have taken the 'Script and Clip' format, but there is interest in producing Radio Documentary stories semi-regularly. Eddy produces a short weather report each morning, and has a live show once per week where he plays his own news and select stories from other LJI journalists. The stories that are currently relevant are syndicated at random at three points during each day.

How has the presence of an LJI journalist impacted your station and community so far ?

The most noticeable impact of the LJI journalist at Trent Radio is people having a positive reaction to a 'fresh' journalist working in the community. Since LJI stories are intended to highlight underserved communities, many of the people spoken to about stories or interviews have been thankful and surprised that they are being included in the media.

Please share any other information about your project that you wish to communicate :

The LJI program is exceptional on so many levels - we wish that we had applied earlier. The idea of having a journalist on-air can be daunting without an editor in place, and infrastructure to produce and broadcast accountable and ethical news. The national editors provide a wealth of support and guidance for each journalist, directly impacting the capacity for small stations to create and share important stories and information about and within communities.

Please share any other questions or comments you may have about the Local Journalism Initiative program.

Thank you for this incredible opportunity.

Mikaela Lewis
2023 CSJ Summer Producer
June 26 - August 20

Responsibilities: producing 2 new shows about underrepresented voices, helping to run and organize the psa@trentradio.ca account, recording PSAs, helping to organize a Radio Project Day, helping to organize and facilitate program proposal workshops, providing on site support to programmers, introducing new guests to the house and Trent Radio

Shows

What's Happening this Summer: "A discussion with different youth organizations about what they do and events that are happening in the community and then music and writings made by young people in Peterborough." Each week I brought in a different guest from a different organization who was running a camp or providing different services for people under 18 in Peterborough this summer. I also played music and read out different write-ups by youth in Peterborough.

TRANSmision Radio: "Transmissions Radio is made to uplift the voices of trans, nonbinary, and gender diverse people in the community. Each week, I will talk with a guest about themselves and their life and how being trans affects those things. We will also discuss news stories related to trans people and trans history." Each week I brought in a different trans person from Peterborough to interview them and talk about how being trans affects them and being trans in Peterborough, including talking about trans news and trans people from history.

Things I enjoyed: I really enjoyed getting to bring new community members into the space for the first time to be on the radio. I also enjoyed getting to know everyone else on staff and being able to collaborate on events. I got to learn a lot about the basics of audio editing and what Trent Radio does beyond being a volunteer. I also got to learn about the larger legal aspects with everything surrounding Bill C-18 and how Trent Radio makes decisions.

Suggestions: My main suggestion is a longer contract if possible. 7 weeks for shows was not really long enough to really get into everything I wanted to do. I think a bit more guidance in the beginning to be a bit clearer about job responsibilities especially if the person coming in is new to Trent Radio would be very beneficial.

Your Name: David King

Job Title: Summer Events & Student Outreach Coordinator

General Job Responsibilities including Radio Show Name & Description if relevant:

The Summer Events & Student Outreach Coordinator is responsible for increasing Trent Radio's presence on campus, and enhancing in-person student engagement activities by being present on campus to deliver workshops, information sessions and creative events. Also back-up on-site support, managing the PSA email account, and programming three times a week with Radio On The Go, AMPLIFYR, and replays of both/Smooth Op PSAs.

June included the opportunity to have a special interview with honorary degree recipients from Trent, the Battle of the Bands Radio Project Day. July showcased Orientation Day on July 21st, broadcasted from 12-2p from Otonabee College and Worldbuilder's Radio Project Day on July 29 for twelve hours. August was a bit slower, with assisting with a program proposal workshops at First Friday (Aug 4) 6-8pm at Tragically Dipped, Aug 17 at Food Shop, and informally at Folk Festival. Coordinating volunteers and staff at Folk Festival for two days was a thrilling experience as well.

FOLK FESTIVAL: AUGUST 19-20th

Sat 11-7p

Sun 11-6p

Set up 9:30-10:30a

In conclusion, I thoroughly enjoyed deepening my technical knowledge of how radio is produced and broadcast, especially learning how equipment functions and what needs to be used to successfully produce content. The connections I got to make with staff and programmers were also incredibly rewarding and will absolutely carry on past my contract. Coordination, collaboration, and outreach are all very valuable leadership skills I honed during this time, and I am very grateful for the opportunity to have spent the summer at Trent Radio.