

TRENT RADIO  
Board of Directors MINUTES  
October 19, 2023 – 6:00pm

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

**Guests:** Mikaela Lewis, Maddie Preston

**Absent:** Henry Allen

**1. Chair's opening remarks and agenda approval**

Meeting called to order at 6:09

**2. Approval of previous minutes**

On a motion made by Bill Templeman, seconded by Alissa Paxton, and carried, the minutes of the September 21st board meeting were approved.

**3. Operations report**

Jill Staveley and Rob Hailman presented the operations report

Presented as attached in meeting documents.

- Five new staff; one more unfunded position remaining to be filled
- Charlie Glasspool x Trent Radio Audio Time Capsule project beginning on October 29th with Kate Story, Benj Rowland, and Ziysah vonBieberstein
- Jill working on a modified work plan
- Print ad for *Arthur* presented and will be sent to the paper.
- Finances off for September 21 to be completed by mid-November
- Problem with Quickbooks; might be looking at another service in November; no extra cost

No discussion.

**4. Financial statements**

Rob Hailman presented the latest financial statements

Presented as attached in meeting documents.

- Trent Radio continues to be in a very strong financial position
- Levy cheque was received; we continue to have enough funds to continue operations

No discussion

On a motion made by Alissa Paxton, seconded by Bill Templeman, and carried, the operations report and financial statements were approved.

**5. Committee updates**

**Nomination committee**

- Andréanna will reach out to current Board members and interested prospective Board members to ensure we will have a full Board for the next year

Discussion: Alissa notes that the Nominations Committee (Andréanna) is doing great work in ensuring that we will have a full roster of candidates for the AGM!

## **6. Memorandum of Agreement with Trent University**

-Jill and Rob were deeply involved in the creation of this document. A lot of how levy groups had been operating had not been written down and so the MoA is an attempt to formalize relationships between Trent, student associations, and levy groups.

-Ensures that there are agreed-upon policies to follow for each party in this arrangement to ensure transparency of how collected funds are distributed and used by groups

-Outlines responsibilities and checks and balances for each party of the agreement

-Student association responsible for running referenda; responsible for their own fees; reporting results of referenda; collecting and publishing data about group finances; and changes to their by-laws

-Groups are responsible for the proper use of their funds, refunds, and abiding by outcomes of referenda; outlines annual reporting requirements for levy groups

-Outlines disputes and resolutions and the roles of Trent and student associations; Any decision to end a levy fee always rests with the students through referenda

Discussion:

Bill asks for clarification around the terminology of refundable levy fees; Rob explains that this means that students can request their levy fee back by a certain point in time in the term and confirmed that Trent Radio's levy is non-refundable.

Alissa brings up a concern with a clause which seems to indicate that Trent University can make undue requests upon a group requesting their levy cheque; specifically the phrase "any conditions" (up to and including doing the Hula; Jill confirms she is down for a Hula dance)

On a motion made by Alissa and seconded by Trinity, Trent Radio Staff staff are authorized to support the MoA at the next levy group meeting and to address the mention of "Trent University" in Section Two with the subcommittee.

## **7. Strategic Planning**

-Jill is really enjoying the focus of the younger core staff members who are actively engaging with students and the community is working really well!

-Bill agrees that he can put a presentation together regarding the progress made on the strategic plan; ultimately prudent to defer larger discussion to November Board Meeting.

## **8. Date of next meeting**

Next meeting to be held November 16<sup>th</sup> at 6:00pm.

## **9. Any other business**

- Alissa if board was still interested in holding an orientation in January – consensus that we are
- Bill raised the possibility of conducting an environmental assessment for Trent Radio

## **10. Adjournment**

Meeting adjourned at 7:05pm.