

TRENT RADIO
Board of Directors MINUTES
November 16, 2023 – 6:00pm

In attendance: Rob Hailman (DoO), Andréanna Sullivan (chair), Bill Templeman, Alissa Paxton, Sebastian Johnston-Lindsay

Guests: Maddie Preston

Regrets: Jill Staveley (DoP)

Absent Trinity Torrejos

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 October 19th board meeting were approved.

3. Operations report

Rob Hailman presented the operations report

Presented as attached in meeting documents.

- Some new programmers being brought on
- New keys cut, student cards as keys being discussed
- Security discussed
- Gutters cleaned
- Discussing hiring a cleaning service once a month
- Grants:
 - Canada Summer Jobs grant deadline approaching (Jan. 10)
 - Community investment grants (City of Ptbo) due Dec 6
- Received first draft of financial review from JD Watson, mostly ready to go final
- CRTC return mostly complete
- Payroll migration almost ready, should be done by November 24
- Roadwork: supposed to have regular driveway access by November 15, this is unconfirmed.
- Living wage increase: OLWN announces increase to \$20.60/hr. Costs \$2580.75 to switch all full time/permanent employees to this immediately

4. Financial statements

Rob Hailman presented the latest financial statements

Presented as attached in meeting documents.

- Aiming to reduce cash on hand, invest more
- Received one of our two annual levy installments
- Increased wages due to new full-time position and hiring more student positions

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

Nomination committee discussion deferred to any other business.

6. Strategic Planning

Bill to prepare presentation on strategic plan for annual general meeting, will meet with Rob to discuss.

8. AGM preparations

- Once nominees are confirmed, Rob can post agenda for AGM
- Planning to meet on November 24th at 6 PM to confirm AGM minutes
- Rob and Andreanna will meet to discuss how to chair the meeting
- Jill and Rob have been discussing having a catered meal for the in-person AGM at Sadleir House; Andréanna will arrange catering
- Board members should send Rob a photo and short blurb about their role

8. Date of next meeting

Next meeting to be held November 23rd at 6:00pm, with a subsequent meeting to be held following the AGM.

9. Any other business

Andréanna presented the nominees for election at the Annual General Meeting: (s: student, c: community)

- Sebastian Johnston-Lindsay [s]
- Mikaela Lewis [s]
- Savannah Lummis [s]
- Alissa Paxton [c]
- Madison Preston [s]
- Andréanna Sullivan [s]
- Bill Templeman [c]

On a motion made by Sebastian Johnston-Lindsay, seconded by Henry Allen, and carried, the nominations were received.

10. Adjournment

Meeting adjourned at 6:44pm.