

TRENT RADIO
Board of Directors MINUTES
September 21, 2023 – 8:30pm

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

Guests: Savannah Lummis, Mikaela Lewis

Regrets: Sebastian Johnston-Lindsay

Absent: Henry Allen

1. Chairs Opening Remarks

Meeting called to order at 8:37pm.

2. Approval of Minutes

On a motion made by Bill Templeman, seconded by Alissa Paxton, and carried, the minutes of the August 23rd board meeting were approved.

3. Presentation of financial statements

Rob Hailman presented the latest financial statements.

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

4. Annual General Meeting

On a motion made by Alissa Paxton, seconded by Trinity Torrejos, the Annual General Meeting is to be held on December 3rd, 2023 at 2:00pm, in the Sadleir House Lecture Hall

5. Bylaw Review

Alissa Paxton presented the draft bylaws prepared by the bylaw review committee. This draft was written to meet new requirements under ONCA, clean up outdated information, use clear language, reflect our practice, and comply with all relevant legislation.

On a motion made by Alissa Paxton, seconded by Bill Templeman, and carried, the draft bylaws and articles of incorporation will be referred to Joe Grant at LLF for legal review. Pending this review, the bylaws will be presented to the membership at the Annual General Meeting for approval.

6. Date of Next Meeting

The next board meeting is tentatively scheduled for October 19th at 6:00pm via Zoom, to be confirmed via email.

7. Introduction of prospective board members

Savannah Lummis and Mikaela Lewis introduced themselves, as Trent students interested in joining the board of directors for the term commencing at the next AGM.

8. In Camera Session

At 9:20pm, at the request of Jill Staveley, the meeting went to in-camera session. In-camera session ended at 9:38pm.

9. Other Business

- The Pigs Ear Tavern reopens on September 29th, 2023.
- Bill Templeman spoke with Alex Campagnolo regarding an environmental assessment for Trent Radio. Alex had no recollection.

10. Adjournment

The meeting was adjourned at 9:41pm.

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 16th 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.

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.

TRENT RADIO
Board of Directors MINUTES
December 3, 2023 – 4:00pm

In attendance: Rob Hailman (DoO, Chair), Andréanna Sullivan, Bill Templeman, Alissa Paxton, Sebastian Johnston-Lindsay, Maddie Preston, Mikaela Lewis

Absent: Savannah Lummis

1. Chair's opening remarks and agenda approval

Meeting called to order at 4:00pm

2. Appointment of President until next meeting

On a motion made by Alissa Paxton, seconded by Sebastian Johnston-Lindsay, and carried, Andréanna Sullivan was appointed President until the next meeting of the board of directors

3. Motion to approve all grant applications for the upcoming year

On a motion made by Sebastian Johnston-Lindsay, seconded by Bill Templeman, and carried, the following resolution was approved:

All grant & funding applications to our regular funding bodies (CRFC, Theatre Trent, RVF, City of Peterborough, Canada Summer Jobs, Artsweek) and to any other new opportunities, deemed relevant and beneficial by the Director of Operations and Director of Programming to Trent Radio, are hereby approved.

4. Date of next meeting

The date of the next meeting will be determined by email.

5. Adjournment

Meeting adjourned at 4:05pm.

TRENT RADIO
Board of Directors MINUTES
January 17, 2024 – 5:00pm

In attendance: Rob Hailman (DoO), Andréanna Sullivan (chair), Bill Templeman, Alissa Paxton, Sebastian Johnston-Lindsay, Maddie Preston, Mikaela Lewis, Savannah Lummis, Jill Staveley (DoP)

1. Chair's opening remarks and agenda approval

Meeting called to order at 5:31. In order to accommodate Jill Staveley's schedule, the Fall Programming report was moved earlier in the agenda.

2. Approval of previous minutes

On a motion made by Bill Templeman, seconded by Alissa Paxton, and carried, the minutes of the November 16th and December 3rd board meetings were approved.

3. Fall Programming Report

Jill Staveley presented the Fall 2023 programming report, stating Trent Radio's programming in the past season was balanced and in regulatory compliance, and providing details on content and programming statistics, staffing, and notable dates.

- Andréanna asked if this report is prepared for other seasons. Jill answered that yes, it is prepared for the Fall, Spring, and Summer seasons each year. The seasonal model gives opportunity for new programmers to join regularly.

4. Operations report

Jill Staveley and Rob Hailman presented the operations report.

- Discussion followed around the question of parental consent or supervision for programmers under 18. The main issues relate to liability and parental consent, rather than the programmes themselves. Current high school students were connected with Trent Radio through their teacher, but they are producing volunteering at Trent Radio independently.
- Jill will look into this issue further.
- Bill asked if the internet outage that occurred is something that is likely to happen again. Rob answered that, while outages are always possible, this situation is very unlikely.
- Andréanna expressed an interest in seeing the transmitter. This may be something that could be organized in small groups.

5. Financial statements

Rob Hailman presented the latest financial statements, for December 2023.

- Bill asked if Trent Radio stands to receive any funding from the agreement reached between Google and the federal government regarding Bill C-18. Rob answered that any money allocated to community radio under that agreement will likely be administered by the CRFC rather than distributed directly to stations.

5. Appointment of Officers

The following individuals were nominated as officers:

- President and Chair: Andréanna Sullivan
- Vice President: Rob Hailman
- Secretary: Savannah Lummis
- Treasurer: Mikaela Lewis
- Vice Chair: Alissa Paxton

On a motion made by Bill Templeman, seconded by Maddie Preston, and carried, the officers were appointed as nominated.

6. Appointment of Signing Authorities

On a motion made by Alissa Paxton, seconded by Bill Templeman, and carried, Andréanna Sullivan, Mikaela Lewis, Rob Hailman and Jill Staveley are appointed as the signing authorities for Trent Radio, including the Trent Radio and Trent Annual bank accounts with Bank of Montreal, with all other signing authorities to be removed.

7. Board Orientation

The board orientation session was scheduled for Sunday, February 18th from 11am to 2pm, in person. Rob will confirm the availability to host it at Trent Radio House.

8. Date of next meeting

The next board meeting was scheduled for Wednesday, February 21st at 5:30pm via Zoom.

9. Any other business

Bill reminded the board of to continue to revisit Trent Radio's strategic plan, both at the orientation session on the 18th and at monthly board meetings.

10. Adjournment

Meeting adjourned at 6:44pm.

Minutes of the Trent Radio Board of Directors February 21st, 2024

In attendance: Rob Hailman (DoO), Jill Staveley (DoP), Andréanna Sullivan (chair), Bill Templeman, Alissa Paxton, Maddie Preston, Mikaela Lewis, Sebastian Johnston-Lindsay

1. Chair's opening remarks and agenda approval

Meeting called to order at 5:33.

2. Approval of previous minutes

On a motion made by Alissa Paxton, seconded by Mikaela Lewis, and carried, the minutes of the January 17, 2024 Board Meeting were approved.

3. Operations Report

Presented by Jill Staveley and Rob Hailman. Jill reviewed the Levey Council MOU process then updated the Board on the following: CRABO Awards, Radiometres, RPM Challenge, Trent Radio FundRaizio, Morton Lecture Series, Trent U. School of Education, Ada Lee Concert, Cultural Studies Week & our new high school co-op student who will be with us until June.

4. Financial Report

Rob Hailman presented updated Financial Reports.

On a motion by moved by Alissa Paxton and seconded by Maddie Preston, both the Operation Report and the Financial Report were accepted by the Board

5. Board Orientation and Strategic Planning

Jill Staveley reviewed the Aims & Objectives of Trent Radio as created in 1984.

The Board discussed the next steps in its review of the Strategic Plan and agreed to hold another weekend meeting to make operational plans and to establish next steps. The date of this next Strategic Plan session will by Sunday, March 24th at Trent Radio House, presumably at 11:00 a.m.

Rob Hailman shared that he was reminded in an email from board-member Sebastian Johnston-Lindsay that the Board needs to set up an HR Committee to explore a range of issues including a compensation scale, retirement benefits and health benefits. Sebastian expressed a willingness to serve on this committee.

6. Date of Next Meeting

The next Board meeting will be held on Wednesday, March 20 at 5:30 via Zoom.

7. Any other business & adjournment

After birthday wishes were extended to Maddie as the previous day was her birthday, this meeting was adjourned at 6:34 p.m.

Minutes of the Trent Radio Board of Directors Meeting March 20, 2024

Present: Rob Hailman (DoO), Jill Staveley (DoP), Andréanna Sullivan (Chair), Mikaela Lewis, Maddie Preston, Alissa Paxton

1. Chair's opening remarks and agenda approval

Called at 5:36.

Approved by Alissa Paxton, seconded by Mikaela Lewis

2. Approval of previous minutes

Moved by Alissa Paxton, seconded by Maddie Preston

3. Operations report

Programming Report - Presented by Jill Staveley

- Participating in RVF in March, playing pre recorded francophone content
- Words and Culture show, Indigenous focus show shared by the NCRA
- Were originally unsuccessful but managed to get a full time 17 week TSWEP position for the summer
- Successful for 4 TWSP positions for next year, including 1 Indigenous focus
- Trent Radio was part of Cultural Studies Week
- Trent Radio Fundra\$io, \$9270 goal set, schedule for the week in meeting notes, board should come out to events and promote on social media

Operations Report - Presented Rob Hailman

- Upstairs tenants have given notice, the budget reflects \$0 in anticipated rental income, we are not rushing to rent it but definitely not before September, will discuss more at next board meeting
- TCSA elections currently happening, a referendum question about petitions is on the ballot
- Bill C-18, NCRA is representing member stations to negotiate with Google about funding, potentially up to \$20,000 for each station
- New Comrex! More inputs and outputs and cellular modem to not rely on internet access, potential multi-location broadcasting?
- Dreams of Beans event compilation is on Bandcamp
- Successful Radio from the Stage event in February, one coming up to kick off fundraising week, Kawartha Now coverage of the project
- LJI was set to be cancelled but has been renewed for 3 more years, looking to get partial funding until June to better fit Trent Radio's model

4. Financial statements

Presented by Rob Hailman

We got our Levy Check in March, around \$110,000

The financial reports are from February before getting the check

Motion to accept Operations Report and Financial Statements, moved by Alissa Paxton, seconded by Maddie Preston

5. Board orientation & strategic planning

- Review of Trent Radio's Charitable Purpose - Rob Hailman took the board through Trent Radio's Charitable Purpose
- Reminder: Strategic Planning session Sunday, March 24, 11:00am at Trent Radio House

6. Date of next meeting

The next board meeting will be held April 24, 5:30pm

7. Any other business

Andréanna will reach out about people's birthdays

Jill has girl guide cookies for sale

Looking into potentially more fundraising opportunities the board can be a part of in the future, thank-a-thon or writing cards

8. Adjournment

Adjourned at 6:27

TRENT RADIO
Board of Directors MINUTES
May 22, 2024 – 5:30 PM via Teleconference

In attendance: Rob Hailman (DoO), Jill Staveley (DoP), Alissa Paxton, Bill Templeman, Sebastian Johnston-Lindsay, Mikaela Lewis, Madison Preston, Andréanna Sullivan (Chair).

1. Chair's Opening Remarks

Meeting called to order at 5:30 PM.

2. Approval of Previous minutes*

Motion to accept previous minutes

Alissa Paxton moved to approve.

Bill Templeman seconded the motion.

* These approved minutes were from the Board meeting of March 20, as the April 24 meeting lacked quorum so minutes were not taken from the informal discussion among board members on that date.

3. Operation Report

Jill Staveley reported on Trent Radio events and operations as noted in the Meeting Agenda for May 22. One significant addition was that the recent Fundra\$io fundraising campaign was a huge success with over \$16,000 raised. The day-to-day operation of the station is being run by student staff, thereby leaving senior staff free to work on long-term project such as archiving and cleaning.

Rob Hailman reported that the tenants on the 2nd floor have moved out and that the future of that space could be decided during a Board-led painting bee at an undetermined date this spring or summer.

4. Financial Report

Rob Hailman reported on our financial status as noted in the meeting package for May 22. Trent Radio's balances are sound and progress is being made on building resources for the future. All Trent Radio employees now earn a living wage.

5. Motion to accept the Operation and Financial Report

Mikaela Lewis moved to accept these reports.

Madison Preston seconded this motion.

6. Seasonal Programming Report

Jill Staveley presented the most recent results of the station's broadcasting and provided evidence that Trent Radio is meeting and exceeded the broadcasting requirements as stipulated our license agreement with the CRTC. Full details are in the May 22 Meeting Agenda package.

7. Motion to accept the above Programming Report

Moved by Alissa Paxton

Seconded by Sebastian Johnston-Lindsay

8. Strategic planning

Not discussed

9. Date of next meeting

- Wednesday, June 19 at 5:30 p.m. Rob Hailman will circulate an online poll to determine the date of the next strategic planning meeting.

TRENT RADIO

Board of Directors MINUTES

June 19, 2024 – 5:30 PM via Teleconference

In attendance: Rob Hailman (DoO), Jill Staveley (DoP), Alissa Paxton, Bill Templeman, Sebastian Johnston-Lindsay (Secretary), Mikaela Lewis, Madison Preston, Andréanna Sullivan (Chair)

1. Chair's Opening Remarks

Meeting called to Order at 5:40

2. Approval of previous minutes

Motion to accept previous minutes

Alissa moved to approve

Bill seconded the motion

Motion passes

3. Operations report

Jill Staveley reported on ongoing events and operations. The summer season is going well and new programmers are being onboarded by Mimi. Also, Kendall started in person. Hired David King for the summer journalist position (To start on June 24th). This opens up conversations with Eddy (LJI Journalist) about what journalism looks like at Trent Radio. LJI funding conditional on an extension to August. RFTS has booked the final show at Traill Amphitheatre.

Also, backflow prevention test happened on June 12th!

Rob Hailman provided an update on RFTS broadcasts. They continue to go smoothly. The latest one was in May at Bijoux Bar and was very successful. Next one is scheduled for June 30th at Jethro's

The Drone Day broadcast was successful, streaming directly to Libretime through a laptop. This is a successful proof of concept specifically in that it may for allow the possibility of allowing volunteers to broadcast.

Libretime scheduling fix mentioned last month has been applied! Rob also reported that he has begun drafting the YE 2025 budget and it should be ready for the next board meeting.

4. Financial statements

Rob Hailman provided an overview of the financial statements up to May 31st. Trent Radio's finances are in good order as we head towards the end of the financial year. Cost of living wages and related expenses are increasing above estimations.

Currently, estimating a \$4,000 operating deficit, but this could be an underestimation.

Motion: To receive the operations reports and financial statements

Mik moved to approve

Alissa seconded the motion

Motion passed

5. Student Outreach Committee - membership & first meeting

Jill mentioned that it would be good to have Mimi and Kendall be added to the committee in addition to Mikaela and Madison.

Mikaela nominates themselves as Chair of the Student Outreach Committee. Will send out a reminder email regarding the committee.

Jill suggests that info@trentradio.ca be copied on any emails being sent out regarding it. Rob and Bill offer their support for the committee if needed.

6. Habitat for Humanity High Impact Invest

Alissa presents the idea of investing with Habitat for Humanity. The investment would support local housing initiatives. Interest is at 4.5% per year and principle can be withdrawn with 30 days written notice.

Bill asks about investment insurance. Rob mentions that they probably don't given that they are not a financial institution.

Rob clarifies the amount (\$75,000) and suggests that we ask a representative from Habitat for Humanity to present the options to the Board so we can make an informed decision.

Motion: Alissa motions for the board to empower the finance committee to meet with and investigate options related to investing with Habitat for Humanity to present their findings to the board during the July or August meeting.

Sebastian seconds the motion

Motion passed

7. Date of next meeting

No July Board meeting! However, committees will meet. Follow-up emails to come!

August meeting: August 14th @ 5:30

8. Any other business

Jill notes that we need a building committee. Rob suggests that this be dealt with through emails over the next few weeks.

Rob notes the fact that we need a Secretary!

Sebastian nominates himself as he is currently writing these minutes!

Andréanna moves to accept Sebastian's nomination as Secretary
Mikaela seconds

Motion passes

9. Adjournment

The meeting was adjourned at 6:36 as there was no other business

TRENT RADIO
Board of Directors MINUTES
August 14, 2024 – 5:30 PM via Teleconference

In attendance: Rob Hailman (DoO), Jill Staveley (DoP), Alissa Paxton, Sebastian Johnston-Lindsay (Secretary), Mikaela Lewis, Madison Preston, Andréanna Sullivan (Chair), Bill Templeman

Meeting called to Order at 5:35

1. Chair's Opening Remarks and motion for agenda approval

Alissa moved to approve the agenda
Sebastian seconded the motion

Motion passes

2. Approval of previous minutes

Motion to accept previous minutes

Mikaela moved to approve
Madison seconded the motion

Motion passes

3. Operations and Programming reports

Presented as attached.

Key points:

Final broadcast of Radio From the stage on July 28th; wrap party will be held on August 25th. All money spent and objective met.

LJI funding to continue to March 2025; Eddy will continue in the role.

Enabling Accessibility fund grant - Applied to the federal government for \$115,117 in order to install a ramp and accessible door at the Parkhill Rd. entrance.

Trent International and TWSP funding has come through and will start on September 16th. Summer staff positions ending. David (CSJ) August 17th, and Kendall (TSWEP) August 31st.

Rob and Jill to track vacation time in wage point moving forward. Rob has used all YE 2024 vacation time; Jill has 5 days left at time of report to carry over.

Current broadcast season ending on August 17th. There have been two recent radio project days: Useless Things I'm Obsessed (July 29) with and the Journalism Jam (Aug. 9)

Peterborough Folk Fest (Aug. 17 and 18)! Still looking for volunteers. Had to get extra insurance and name the PFF and City of Peterborough as additional insurers.

4. Financial Statements

Presented as attached.

Notes:

No real surprises on either the income or expense side. Things are progressing as expected without any surprises.

Motion: To accept the operations report and the financial statements

Mikaela moves the motion

Bill seconded the motion

The motion passes

5. 2025 Operating Budget

Presented as attached.

Key Points:

Net operating deficit projected to be \$16,265.55 based on Trent Radio's paying a living wage while funding agencies do not fund up to that. Additionally, the LJI funding is now only partially covered by Federal funding, which was what Trent Radio requested in order to grant more autonomy for Eddy and journalism at the station.

Revenues are always anticipated to be more conservative than may be required. An example is the expected stagnant enrollment growth for the levy fee. Levy revenue includes only inflationary increase no enrolment growth.

The apartment is vacant and is an open question as to whether or not to rent it out. Could be up to \$20,000 in income per year should it be rented at market rental rates.

Significant increase in programming wages due primarily to increase in living wage.

Cost of the telephone has increased due to Bell increasing the costs for Nexicom to rent the lines! Almost doubled the amount. Replacing with an IP is not a small project and would be best done during larger studio refits.

Idea of setting aside On Air Time Sales based on Indigenous programming, funds received should be used directly to fund Indigenous music or production content.

Net cash flow is anticipated to be (\$15,262.55) → Small deficits to be weathered based on staffing changes, wage increases, and the understanding that we have a large cash reserve and are taking steps.

Motion: To approve the 2025 Trent Radio Budget as presented

Alissa moves the motion

Mikaela seconds the motion

The motion passes

6. Committee Updates

- **Finance Committee - Investment Plans**

As presented.

Key points: Met with Susan Zambonin from Habitat for Humanity on July 29th regarding High Impact Investment program and have drafted a motion outlining an investment strategy.

Motion: To approve the Recommendation of the Finance Committee Report as follows: invest \$75,000 in High Impact Investment program for one year as a trial, \$50,000 in our high interest savings account, and \$35,000 in a 2- or 3-year GIC, before the end of the fiscal year.

Alissa moves the motion

Sebastian seconds the motion

The motion passes

- **Student Outreach Committee**

As presented.

Key points: Committee work has focused on ways to get more students to engage with the station. Mikaela, Mimi, and Kendall did two live broadcast events. However, not many students on campus at the moment and not many wish to be on the radio.

Planning for an I-Week Event on September 7th from 7-9 and are signed up to do clubs and groups day on September 10th 10-3.

7. Proposal for Radon Testing

Quote from Pinchin estimated the costs of testing to be \$2,485.15 before taxes.

Discussion:

Jill notes that Pinchin would be able to advise on next steps should the results come back positive so we are paying for the expertise. If we were to do it ourselves and find a positive result for Radon then we would still need to contact them for the next steps and not know whether or not our results were accurate.

Mikaela asks if there are more local companies. Jill responds that there are not always people locally, but she got this recommendation from a friend and hasn't looked into other options.

Jill explains that part of this comes with being a responsible employer who owns the property and wishes to ensure that it is a safe space for employees. House safety and upkeep is not an area to skimp on and wanted Board input on it.

The board is in agreement that this is a worthwhile cost for peace of mind and staff is directed to move forward without a formal motion.

8. Date of next meeting

September 18th at 5:30

9. Any other business

Insurance questions to look into:

Bill raises the idea of checking with the insurance broker in terms of coverage for extreme weather events. Asks if this would be something to explore during a time when the station is in a relatively secure cash position.

Rob says he can speak to our agent at the Cooperators and get an idea of current coverage.

Jill asks about broadcast insurance; it's unclear though whether this covers libel, etc.

Federal 50/30 policy: Does our board comply with the 50/30 challenge? (50% refers to gender parity; 30% is from underrepresented groups of people).

How would this be implemented at Trent Radio? Spark a conversation about how we view and implement diversity at the Board level.

Habitat for Humanity: Is the Board okay with an announcement being published by Habitat for Humanity?

Discussion around bucket dunking Jill during an event? → Jill is down for this if the people want it!

10. Adjournment

The meeting was adjourned at 6:49 as there was no other business.