

**Cre-Comm Radio Inc. 92.9 CKIC-FM
Board of Directors Minutes
11:30am, Tuesday February 22, 2011
Boardroom W112, Princess Street Campus**

Members			Present	Regrets
Rick	Baverstock	Station Manager, 92.9 CKIC-FM	X	
Robert	Buisson	Corporate Counsel, RRC	X	
Tristan	Field-Jones	First Year Student Representative	X	
Chris	Gaudry	Second Year Student Representative		X
Nikki	Harris	Students' Assoc. Rep. RRC Princess Street Campus	X	
Garry	Moir	Radio Instructor Creative Arts	X	
Larry	Partap	Chair, Creative Arts	X	
John	Pura	Media Technician, Creative Arts		X
Tracey	Seida	Coordinator, Creative Communications		X
Chris	Stevens	VP Chum Radio (Vice-Chair)	X	
Graham	Thomson	Dean, School of Business and Applied Arts	X	
Janet	Trecarten	Station Manager, QX104	X	
Russ	Tyson	Program Director, 99.1 Groove FM	X	
David	Wiebe	Vice President Administration & National Sales, Golden West Media (Chair)	X	
Klara	Labady	Administrative Assistant, Creative Arts (Recorder)	X	

1. Call to Order

Meeting Called to Order at 11:43am

2. Approval of the Agenda

Moved: Chris Seconded: Russ

To approve the Agenda as circulated.

Carried.

3 Approval of the Minutes from December 9, 2010

Moved: Robert Seconded: Tristan

To approve the Minutes from December 9, 2010

Carried.

4. Business from Previous Meeting

- Robert reviewed the paperwork received from Marty Gold and Darren Bilsland after the AGM. Based on the paperwork and discussions with others, it appeared that in the strict legal sense, there may have been an implied contract of some sort between the parties. That being said, no formal written agreement was ever negotiated or executed between the parties. As such, the exact terms and conditions of the implied contract were not in evidence. Items such as termination notice were never addressed. The paperwork received from Gold and Bilsland argued that they were to lose \$67,000 in revenue due in the 11 months following cancellation of the show. However, the paperwork was mainly speculative, and provided no hard evidence that the loss projection was accurate or based in fact. Furthermore, neither Gold nor Bilsland provided evidence that the termination was

without cause, and that if it was without cause, what the proper notice period would be in this implied contract. As far as Rick Baverstock was concerned, his understanding was that once the show was off the air, the contract was at an end, and no termination notice was required in any event. Given the lack of any verifiable evidence indicating what the loss was suffered by Gold and Bilsland, and whether they were even entitled to some form of termination pay in lieu of notice, it was concluded that Gold and Bilsland's claim for breach of contract was not proven and could be ignored at this time

- David summarized the recent Executive Meeting. There was discussion about the Board and its primary responsibility which is to protect the stakeholders, the interests of the radio station and assist Cathy, Garry and Rick. David was asked by Karen Jones to revisit reinstating the recently canceled Great Canadian Talk Show. There is no plan to do so.
- Regarding the issue about a conflict of interest between having industry people on the Board, it's in the broadcasters' best interest to have KICK on the air. Industry members are a resource for Rick and they need to figure out a better way to do it.
- A small manual will be created for the Board in which the role of the Board and its members would be defined.
- David mentioned that draft copies of Minutes are not to be made public until they have been approved at the following Board Meeting. The December 9 minutes that were approved today may be made public upon request from Larry, who is the Secretary of the Board.
- Tristan received an email in January from Barbara Judt containing a series of demands that Tristan would not fulfill. Barbara became offended and Tristan referred her enquiries to Robert Buisson, and asked her to direct further enquiries to the Executive. Robert asked that any contentious issues be referred to him
- Rick received an email from Marty Gold asking Rick to contact Ken Webb and Rob Olson to correct the record regarding the statement from Cathy Rushton about "a complaint received by Vic Toews" about the Marty Gold show. Rick sent the email to Robert Buisson to handle. Cathy had corrected the statement and it was revised in the December 9, 2010 Minutes, yet Marty's blog commented on the draft copy of the Minutes that did not have the revision on it. Vic Toews had spoken on behalf of the talk show and not against it.

6. Reports

a) Finance Report – Robert Buisson (attached)

Robert went over the report.

Moved: Robert Seconded: Russ

To accept the Finance Report.

Carried.

b) Operations Report – Rick Baverstock

- The license renewal application has been filed with the CRTC and should be posted to the public in March.
- CJOB has hired another of our former volunteers - Grant Burr.
- We are broadcasting live from the RRC Open House at NDC today Noon - 3pm and tomorrow 10am - 1pm.
- Our new Policies and Procedures manual approved by Robert, has been distributed to the volunteers. All volunteers are to email Rick if they agree to the policies and if they don't email them, they will no longer be on the air.

- Rick submitted revenues in person to Robert, and the new procedure is to do submissions at the Board meetings.
- There has been talk about getting a stronger signal for the station for awhile, and the station is still not streaming live on the internet. John Pura will be working on this.

c) Technical Report – John Pura

None

d) Administration Report – Larry Partap

Larry summarized the Radio Meeting of February 10 (attached).

e) Chair's Report – David Wiebe

As an extension of what was discussed at the Executive Meeting, David reiterated that the Board acts in an advisory capacity and is there to help Rick do a better job.

6. Items for Discussion

a) Election of Treasurer

Moved: Russ Seconded: Larry

To elect Robert Buisson as Treasurer.

Carried.

b) By-Laws Review

- i. Changes to Wording
 - The previous By-Laws were not very clear about who is and isn't a voting member and it has been clarified.
 - Terms of members have been extended to the AGM date.
 - Timing of the AGM had been set at 90 days after year end, and it was changed.
 - The scope of students was expanded to all students, not just Creative Communications students.
 - All persons are Members, but only Directors may vote.
- ii. Distribution of Minutes
 - Minutes may only be given to the public once they have been approved at a Board meeting. Once approved, Minutes are distributed to Board Members only. If anyone outside of the Board wants a copy, the request must be made to the Secretary (Larry Partap).
 - Upon discussion it was decided that the process of the distribution of the Minutes will be placed in the By-Laws. As well, Klara would place a watermark on the Minutes and remind members when the attachment is emailed.
- iii. Election of Appointees to the Board
 - 4.2 – once someone is appointed to the Board, that person does not need to be elected to the Board.
 - 4.2g – special appointees are to be elected to the Board

Moved: Robert Seconded: Russ

To approve the revision to the By-Laws subject to the changes and amendments discussed at the meeting.

Carried.

It was decided that the By-Laws would be posted to the KICK blog.

7. New Business

Moved: Nikki Seconded: Russ

To designate Janet Trecarten a Director of the Board instead of an ex-officio member.
Carried.

- Garry noted that students opting for the Media Production major for September 2011 have increased from 14 to 19. As well, there are at least four first year students interested in doing radio station work for their IPPs next year.
- There have been preliminary talks with Continuing Education about running a radio program in the evening. Over the years there has been talk about having a one year radio production certificate course. Graham will pursue it with Continuing Education.
- David sent the call for application for funding to Rick
- Concerns from students were brought to Tristan about proper ventilation in the radio station and signal strength. David suggested getting small repeaters, which the CRTC is ok with and is a low cost option. A better option is to get one signal to cover the entire city.
 - As well, students would like a database of guests, including contact information, that students could call to have on talk shows. Garry will help out with this.

8. Adjournment

The meeting was adjourned at 12:57pm.

**Radio Meeting
February 10, 2011
Room P310**

Present: Rick Baverstock, Cathy Hanson, Garry Moir, Larry Partap, John Pura, Klara Labady (recorder)

- Rick has a College email as well as a KICK email address for the radio station. Rick will forward the College email address to the KICK one.
- The Board information has been corrected on the station's blog.
- The purpose and objective of KICK is to provide training for students and the radio station provides it. We should explore the vehicle by which we can enhance the training. Should we set up a committee to look at this, or do we need unbiased opinions including other stakeholders?
- Larry went over the roles of the people at the table. Rick now reports to Larry since he had no one to report to before and this would facilitate a better partnership between Rick and the Executive. Rick also has someone he can go to if necessary.
- There have been concerns raised about RRC's role in the radio station.
 - Garry said there was nothing wrong with the College's relationship with the radio station. The essence of the problem is getting more students involved. We have a big communication program and radio is a very small part of it; we don't really have a radio program. Rick offered air time for Cathy and Garry's classes.
 - Larry wondered if there could be a radio option where students with free blocks of time could work at the station and get credit for it. Cathy wanted to ensure there would be criteria to follow so that students didn't think they could turn on a microphone to talk and get credit for it. Larry said there would be a course outline with commitments from students that needed to be met.
- Radio Mondays have been working out very well. There has been a lot of positive feedback from students, with no negative feedback on the midterm evaluation.
- Garry suggested expanding Thursday's Broadcast Journalism day, since only TV Journalism is being taught. Rick suggested simulcasting Live at Five on KICK.
- Garry noted that there has always been talk about a role for the Continuing Education program in the radio station. He offered to look at options regarding it. The CRTC license does not specifically state day students and Rick said it could and should be done.
- Primary focus right now is to figure out how to enhance the students' education beyond Radio Mondays. Garry, Cathy, John and Rick could meet to discuss it, as well as ensuring KICK is an integral part of the training. They should discuss the idea of giving a credit for radio work, how it should be set up, what other roles the students would be charged with, and other ways we could provide opportunities for students. What would be instructional role, Rick's, and John's roles. Larry is willing to look at investing and moving forward.

There has been talk about getting a stronger signal for the station for awhile, and the station is still not streaming live on the internet.

- Larry would like Cathy, Garry and Rick to have access to the radio station all over the College. If the idea of having students work at the station to gain an extra credit becomes real, they should be able to monitor the programs live.
 - With an internet connection and live streaming they could listen live.

- Right now everything on the radio station is logged and recorded. Cathy gets student programs from John who gets them from the server and she listens back to them. She should be listening at the time the programs are on in case something outrageous happens, instead of two days later.
- moving the transmitter from Notre Dame to downtown was discussed, including cost (several tens of thousands of dollars) to structural changes and approvals needed. Cathy thought it would be a good idea to simply be able to stream on the computer. This generation has laptops which is how they listen to all radio stations.
- John – We are currently using our Live @ 5 stream for KICK when Live @ 5 shows are not running. John will ask Corus Entertainment CJOB how they stream – Cathy has a technical contact there. Could we put money in the budget for streaming server? If we do it all, the cost would be around \$3000-\$4000.
- Larry asked John look at live streaming and if takes \$3000-\$4000 to get a server we'll move forward. In the mean time John will put up link for streaming and at least Garry and Cathy can listen.
- Rick was having trouble finding volunteers to do a live feed during Open House. It's during Reading Week and we also have a Board meeting. Garry would pitch it to the first year students.
- Cathy wanted to know why the College doesn't have a one year radio program. Private industry is doing it and there are many students signing up every year. She was surprised to hear that some of the private industry students were coming to Marty's show on KICK to get training. That's an enormous amount of money going to the private sector. The College could provide a course that runs less than one year and it would have a lot more revenue coming in. Garry has always been advocating the idea.
 - Cre Comm students want a broad education that includes a little of everything. They don't want to ignore any area of communications, since they know that they will use an element of everything they will learn here. Students taking radio programs are only interested in radio – they want to be on air. There are many students going through these programs every year; all graduates may not get jobs, but students are still taking the courses.