

**Canberra Christian Radio Limited (CCRL)
Annual General Meeting, Friday 3 November 2017
Impact Church, 200 Clive Steele Ave, Monash ACT 2904**

MINUTES

Meeting Opened: 7.10 pm

1. Introduction, Welcome and Opening Prayer (Chair)

Brett Anderson opened in prayer.

Present: as per the attached Attendance Register.

2. Apologies were received from the following nine people:

Name:

Nonie Kelly-Greene

Charles Jones

Shane & Katie Madden

Susan Webster

Gerald Farleigh

Glenda Davis

Emma Davis

Tracey Radbourne

3. Minutes of the 2016 AGM

The Members of Canberra Christian Radio Limited were provided with electronic access to the Minutes of the previous AGM of 5 November 2016. As per usual, the Company had made provision for those without internet access to receive hardcopies of the Minutes from the Office of the 1WAY FM Station. In addition, a small number of hardcopies were also made available for Members at today's AGM.

Motion: The Chairman, Brett Anderson, asked whether there were any amendments needing to be made to the Minutes of the previous AGM of 5 November 2016.

Amendments: There were no amendments required.

The Chairman proposed that the Minutes of the AGM of 7 November 2015 be received and approved.

Motion to accept the Minutes: Russell Driscoll

Seconded: Stanley Silverwood

Carried: Unanimously

4. Matters arising from the Minutes of the 2016 AGM

Name of person: Stanley Silverwood

Question: Was there a decision made in regard to not having a paid Auditor in order to save some expenditure.

Response: Brett Anderson advised that it was decided to maintain the auditor as it is a requirement for a number of grants to have accounts externally audited Financial Statements. In addition, a tender was undertaken and the incumbent auditor tendered a competitive price and was therefore it decided by the Board to keep the current Audit RSM Bird Cameron for the 2016/17 Financial Statement Audit. The Auditor has also recommended ways for CCRL to save money.

Motion: *Brett Anderson asked the Members to ratify the selection of RSM Bird Cameron as the auditor for the 2017/18 Financial Year.*

Mover: Monique Latham

Seconded: Colin Webster

Carried: Unanimously

Reports

The Chairman's Report which contains details of CCRL's financial situation and the Audited Financial Statements (in addition to the Operational Report) are available electronically on the 1WAY FM website as indicated in the Notice of AGM dated 29 September 2017. We have only printed off a small number of copies of the reports for distribution – so suggest people share.)

5. Chairman's Report including summary of Audited Financial Statements for the 2016/2017 financial year (Brett Anderson)

Brett Anderson summarised his written report and thanked both the Board and Colin Webster for their work over the past 12 months and six years, respectively.

Motion to accept the Report: Janice Webb

Seconded: Jeremy Snowdon

Carried: Unanimously

The Chairman's Report contained a summary of the CCRL Financial position at the end of the 2016/17 Financial Year. The Chairman presented the graphs in his report via PowerPoint to the members and advised that while CCRL has incurred a financial deficit during the past financial year, we have cash in the bank and we are able to continue to operate and to meet our debts when and as they fall due.

The Chairman invited that the Audited Financial Statements for 2016/17 be accepted.

Motion to accept the Audited Financial Statements: Wayne Mullens

Seconded: Monique Latham

Carried: Unanimously

6. Operational Report by the General Manager (Colin Webster).

The General Manager provided a brief summary of his written report.

Motion to accept the Report: Raine Thompson

Seconded: Alex Hawkins

Carried: Unanimously

7. Questions on Reports.

Name of person: Alex Hawkins

Question: Item 11 – Listening audience – What are the 3 segments?

Response: 1) Youth, 2) Family & 3) Senior segment. There is mixed music and other elements at different times; interspersed during the day. Consistency is needed, particularly at times during the day. We are aiming at providing consistency of sound at certain times during the day so listeners can be confident of what they will hear at certain times. We are also focussing on providing a consistency in both the flow and message of programs

Name of person: Stanley Silverwood

Question: What was the membership number 8-10 years ago? Has it dropped off?

Response: It is slowly dropped off. It was significantly higher when getting the original licence. This was obtained by offering incentives including half-year memberships. The membership numbers have been relatively consistent over the past few years.

Follow-up Question: Stanley suggested we consider making all renewals due at the same time each year.

Response: We could look at doing this by charging pro-rata fees to align all memberships to become due at the one time.

Name of person: Stanley Silverwood

Question: Why has there has been a lot of air time on same sex marriage and safe schools?

Response: Colin Webster answered this question. There have been a lot of conversations, interviews and discussions around these issues. The issues have been raised; and raised well. CMAA provided policy guidance on the same sex marriage issue and assisted us to develop a good policy, whilst avoiding legal issues.

Follow-up Question: Stanley asked if the station has come under pressure from these issues.

Response: No – we have not been put under pressure.

8. Appointment of Auditor.

Invite mover and seconder that RSM Australia Partners be reappointed as CCRL's Auditors for the following financial year.

Motion to accept the appointment: Monique Latham

Seconded: Gary Rauber

Carried: Unanimously

9. Introducing Bec (Jenny Anderson)

A presentation was given on the developed listener profile (Bec). What it is and why we developed it, i.e. because it shapes the station activities.

Question: Alex Hawkins – Does Bec have brothers and sisters?

Answer: Yes

Question: David Webb – Does this only include 7am to 6pm times?

Answer: Bec is listening in these times, but outside these times, it would still include people in her field of influence. A point of reference (Bec) allows us to test and refine our listener profile.

10. Engaging with our Community of Interest (Mark Brosnan)

Mark presented a report detailing the interaction with the community and especially the number of outside broadcasts.

11. Election of Directors

Pursuant to our Articles of Association the Secretary advised, when nominations were sought from within the Company on 29 September 2017, that there would be ten vacancies on the Board for 2017 / 18. Noting the constitution requires no less than six Directors.

A total of 8 nominations were received (by the close of business on the 25 October 2017). These were:

*Brett Anderson
Sue Bruce
Emma Davis
Monique Lanham
David Lee
Wayne Mullens
Gary Presneill
Tracey Radbourne*

However, Emma Davis withdrew her nomination prior to the AGM meeting.

Motion to accept the Director nominations: Jenny Snowden

Seconded: Joy Silverwood

Carried: Unanimously

The elected Directors were declared.

The Chairman congratulated the new Directors.

12. Awards and Recognition

Awards were presented to Janice Webb, David Webb, Kieran Webb and Colin Webster for their significant contributions to the station.

13. Other Business – there will be no other business discussed as no matters had been provided to the Company Secretary by 18 October 2017

14. Celebrating 25 years of Christian Radio in Canberra

It was noted that significant milestone of the station reaching 25 years.

15. Thanks and Appreciation

Russell Driscoll and the Impact Church were thanked for their provision of their facilities to hold the AGM.

16. Close of AGM with Prayer

Sue Bruce closed the AGM with Prayer:

Meeting Close: 9.57pm