

**Canberra Christian Radio Limited (CCRL)**  
**Annual General Meeting, Saturday 2 November 2019**  
**Unity College, Churches Centre, 54 Benjamin Way, Belconnen**

**MINUTES**

Meeting Opened: 11.09 am

**1. Introduction, Welcome and Opening Prayer (Chair)**

**2. David Lee *opened in prayer.***

***Present:** There were 15 people present as per the **Attendance Register**. All were current financial members.*

**3. Apologies**

*There were 10 apologies noted: Glenda Davis, Kathleen Parsons, Jennifer Toyer, Ian Walsh, Norma Walsh, Colin Webster, Monique Lanham, Anne Littley, Michael Cooper, and Bruce Bowman.*

**4. Minutes of the 2018 AGM**

*The Members of Canberra Christian Radio Limited were provided with electronic access to the Minutes of the previous AGM of 9 November 2018. As per usual, the Company had made provision for those without internet access to receive hard copies of the Minutes from the Office of the 1WAY FM Station. In addition, a small number of hard copies were also made available for Members at today's AGM.*

***Motion:** The Chairman, David Lee, asked whether there were any questions about or any amendments needing to be made to the Minutes of the previous AGM of 9 November 2018.*

*Amendments: Nil*

*The Chairman proposed that the Minutes of the AGM of 9 November 2018 be received and approved.*

*Motion to accept the Minutes: Wayne Mullens*

*Seconded: Tracey Radbourne*

*Carried: Approved by all*

**5. Matters arising from the Minutes of the 2018 AGM**

*Nil*

## Reports

### 6. Brief Introduction to the Annual Report by the Chairman (David Lee)

*Full reports were made available electronically on the 1WAY FM website as specified in the Notice of AGM and a small number of copies of the Audited Financial Statements were printed for distribution.*

David outlined our Strategic Goals for 2018-2020 and how we are progressing against these:

#### **Goal 1 - Stabilise our financial position.**

We have recorded a surplus of \$14,823 for the 2018/19 Financial Year (FY). This is a significant improvement on our previous year and our team should be congratulated on the way they have responded to the financial challenges we have faced.

#### **Goal 2: Ensure accessibility and reliability of our transmission by addressing issues with signal strength, coverage and the reliability of our broadcast transmission equipment.**

David said the Board, led by Brett Anderson over the last two years, committed to broadcasting our 91.9 frequency from Black Mountain Tower. This has significantly improved the coverage, quality, strength and reliability of the 91.9 signal to the Canberra/ACT region. This transfer occurred in July and apart from an occasional dropout, the system is working well. Our coverage has improved not only in area, but in reaching black spots from our previous transmitter on Poppet Hill. We also have a long-term security of tenure at BMT. All this comes at a slightly increased cost, but we are believing for support from our members, sponsors, partners and others. David mentioned that 94.3 continues well from Isaacs ridge for Tuggeranong.

#### **Goal 3: Enrich our on-air content and listener experience.**

Following on from last years AGM where Jenny presented the "Bec" listener profile, we have been continually improving and keeping steady our content and programming.

#### **Goal 4: Develop and expand our volunteer team.**

Currently we have 30+ volunteers, not all active at the moment. Training & developing new volunteers is currently a slow work in progress due to staff limitations.

#### **Goal 5: Build strong relationships with our community.**

David pointed out that we have had 5 outside broadcasts, 3 events, 216 interviews and continue to make church and sponsor connections in the local community.

#### **Goal 6: Explore emerging technologies to reach our listener base more effectively.**

David mentioned our use of Facebook and upcoming Digital radio to continue to be relevant in society today.

David also noted that with respect to our premises in Fyshwick, Southside Lighting who own the building in which we have our studios is closing down. We have commenced conversations with the prospective new owners as they are awaiting final approvals from the government regarding their development application. We are hopeful that we will be able to remain in our current location following the sale of the premises. Developments will be posted on our website when we know more definitely.

David presented some graphs and other slides showing the 2018/2019 Revenue & Financial analysis pointing out the importance and greatly appreciated input and financial support from donations and sponsorships especially. The last 5 years were compared showing a reasonable favourable result for this FY. David noted that Jenny will explain the finances in more detail.

*Motion to accept the Report:* Tracey Radbourne

*Seconded:* Sue Mitchell

*Carried:* All accepted

## **7. Audited Financial Statements for the 2018/2019 financial year (Jenny Anderson)**

We have recorded a surplus of \$14,823 for the 2018/19 Financial Year (FY). This is a significant improvement on our previous year and our team should be congratulated on the way they have responded to the financial challenges we have faced. This result is due to an equipment grant from the Digital Radio Project, as well as the successful fundraising appeals alongside careful management of our resources throughout the year.

Jenny detailed the FY financial position pointing out a greater bank balance than last year. Our June appeal, "Sharing Faith, Bringing Hope" was held from 11-14 June, with an additional call-out in the final 24 hours of the financial year. We had 496 donations to this appeal, totalling \$126,731 or 2534.6 hours of radio (84% of our target). Jenny mentioned we focused our appeal on "radio hours" rather than purely dollar terms as it was easier to grasp in terms of radio time.

The total contribution of this appeal is not reflected in this year's financial statements as we have collected this money to support us for the year ahead, so most of the appeal funds are recorded as Income in Advance on our financial statement. This means that we can support the loss of grant funding for the first part of the 2019/20 financial year.

Jenny specifically mentioned some of the expenses and pointed out that the relocation of the 91.9 transmitter to Black Mountain Tower (BMT) comes at a greater cost, approx. 30% more, but it gives us greater coverage, elimination of blackspots, greater signal strength, better access and security of tenure for 10+ years.

*Motion to accept the Audited Financial Statements:* Wayne Mullens

*Seconded:* Sue Mitchell

*Carried:* All accepted

## **8. Brief Operational Overview by the General Manager (Jenny Anderson)**

Jenny provided an overview of all areas of Operations as outlined in the Annual Report.

Some of the events and activities noted were:

Picnic in the Park (Sat 30 March, was actually held inside due to rain), outside broadcasts (St. John's, Reid; Covenant Spring Fair, Gordon; National Multicultural Festival, 16-17 Feb 2019; National Day of Prayer and Fasting, 2 March 2019 on the lawns of Parliament House; and 216 interviews all rounded out the year.

Four great campaigns were also conducted: Miracles Day, Take Away Hunger Day, Bible League Bringing Hope Behind Bars and Operation Christmas Child.

Contacts were made and we have been working with many churches and ministry groups throughout the year as outlined in the Annual Report.

*Motion to accept the Operational Overview :* Wayne Mullens

*Seconded:* Sue Mitchell

*Carried:* All accepted

*(Note: The Brief Operational Overview by the General Manager and Audited Financial Statements for the 2018/2019 financial year were presented by Jenny as a whole. They were accepted, seconded, and carried as a whole)*

**9. Invite Questions (if any) on Reports.**

Nil

**10. Appointment of Auditor.**

*It is common practice each year to confirm the appointment of the Auditor for the ensuing financial year.*

It was proposed that RSM Australia Partners be reappointed as CCRL's Auditors for the following financial year.

*Motion to accept the appointment:* Taryn Saunders

*Seconded:* Tracey Radbourne

*Carried:* Carried by all

**11. Election of Directors**

*Pursuant to our Articles of Association the Secretary advised, when nominations were sought from within the Company on 1 October 2019, that there would be ten vacancies on the Board for 2019 / 20.*

A total of 7 nominations were received (by the close of business on the 23 October 2019):

Amanda Knight (new)  
Monique Lanham (returning)  
David Lee (returning)  
Wayne Mullens (returning)  
Kathleen Parsons (returning)  
Gary Presneill (returning)  
Tracey Radbourne (returning)

In accordance with our Articles of Association (11.2) those members were deemed elected. No further nominations were received from the floor.

**12. Other Business**

There was no other business discussed as no matters had been provided to the Company Secretary by 16 October 2019.

**13. Thanks and Appreciation**

David Lee thanked Brett Anderson for his service as Chairman for the last 10 years. He also thanked Jillian Pryor and Unity College for providing the venue for our AGM and the people who were cooking our BBQ lunch.

**14. Close of AGM with Prayer**

Susan Bruce closed in prayer

*Meeting Close: 11.55am*

*The Chairman stepped down and invited the newly elected Directors to provide their personal details to the Company Secretary for submission to ASIC. The new Board were made aware that at its first Meeting it would need to appoint a Chairperson for the term of the next Board.*

*Everyone was Invited to stay for a BBQ commencing at the conclusion of the meeting and to book in for the Relationships Coaching Workshop at Unity immediately following the BBQ.*