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Canberra Christian Radio Limited (CCRL)
Annual General Meeting, Saturday 7 November 2020
Vision Church, 1 Lithgow St Fyshwick
MINUTES

Meeting Opened: 11:08 am

1. Introduction, Welcome and Opening Prayer (Chair)

David Lee opened in prayer.

*Present: as per the **Attendance Register**.*

2. Apologies: Kathleen Parsons, Kieren Webb, Janice Webb, Katie Staples, Brett Anderson

3. Minutes of the 2019 AGM

The Members of Canberra Christian Radio Limited were provided with electronic access to the Minutes of the previous AGM of 2 November 2019. 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.

Discussion: Minutes of 2019 up on website

Motion: *The Chairman, David Lee, asked whether there were any amendments needing to be made to the Minutes of the previous AGM of 2 November 2019.*

Amendments: No amendments /No questions

The Chairman proposed that the Minutes of the AGM of 2 November 2019 be received and approved.

Motion to accept the Minutes: Gary Presneill

Seconded: Tracey Radbourne

Carried

4. Matters arising from the Minutes of the 2019 AGM

(There were no matters arising)

Reports

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

David noted that the Annual Report for 2020 will be on the website this afternoon or by Sunday and mentioned a surprise article at the end to keep any eye out for.

David thanked all the Board members who have served for the last twelve months, especially Amanda Knight who has decided to stand down this year due to family commitments.

The staff members were also thanked: Jenny, Archana and Kieren, and mention was made of our new team members, Katie & Mercy.

We have kept going and keep on broadcasting despite COVID. There have been many challenges for non-profit organisations, but we are still going strong with generous donations. Many lives have been changed and it was a good financial year.

There was a discussion on digital radio, David Webb commented on how far the signals go over Canberra and outer areas and are strong in some areas and not in others.

Broadcast topics relevant to the community. On air content should be live, relevant, local, consistent, for example emergency broadcasting during the bush fires by Kieren.

Build strong relationship with community-digital media. Due to covid activities not possible.

Current location of station is good and history how where the station was and where it is now was discussed.

Digital Radio: 1way not 1wayfm...no official start date.

Licence Renewal successful. Notified after the 2019 AGM, renewed to July 2025. (Need to submit renewal 12 mths before renewal date, ie, July 2024)

Last financial year deficit.

Sponsorship /donations /Partnerships very large portion of contributions.

Membership low in both numbers and percentage of overall financial income.

Trivia night 2020 was cancelled.

Picnic in the Park 2020 also cancelled.

Generally, a reasonably successful year in which we kept broadcasting the Christian message.

Summary of year.

Motion to accept the Report: Monique Lanham

Seconded: Tracey Radbourne

Carried

6. Audited Financial Statements for the 2019/2020 financial year (Jenny Anderson)

Summary – 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.

Motion to accept the Audited Financial Statements: Monique Lanham

Seconded: Tracey Radbourne

Carried

7. Brief Operational Overview by the General Manager (Jenny Anderson)

Event: 2 movie nights very successful. We also sold tickets to the Rend Collective concert which raised a further \$2,000.

Donations: up to 1334 and value of donation is up \$201,745.

Partnerships/church connections also up.

Sponsors and value of sponsorship up.

Now more than ever Appeal in June exceeding our target

Giving Tuesday appeal in May was also successful: fantastic outcome. Incredible gift during Covid.

Overwhelmed by the generosity of our community. Reflected in this year statements.

Government subsidies was third largest income source this year (2020).

Continuing to be diligent in stewarding what we have so that we can continue to broadcast.

Total revenue -depreciation expense added.

Rental is up: Black Mountain Tower transmitter & location more expensive to operate. But coverage, signal strength and reducing blackspots all improved.

Statements of Financial positions

Financial position; cash in bank. (asset)

Depreciation of equipment. Need to invest in new broadcast equipment

Expenses pretty even - Biggest expenses salary.

Appeal in Nov: IT, studio. Automating and refit studio.

8. Invite Questions (if any) on Reports.

Name of person: Wayne Mullens

Question: Reasons for decline in membership

Response:

Jenny: Due to the change in the payment processor on our online system, the auto renewal of membership was not working. This was not picked up due to the COVID closure of office. Several months' worth of membership was not renewed. We have started the process of contacting all lapsed membership holders and most have renewed. Another push for membership will be done in March 2020. Membership is necessary for electing board

9. Appointment of Auditor.

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

Motion to accept the appointment: Monique Lanham

Seconded: Wayne Mullens

Carried

10. Amendment to the Articles of Association.

David Lee gave a brief explanation of all the proposed amendments – as explained in the document, which has been available on the website for a few weeks, "2020 AGM Explanatory document for amendment to Articles of Association".

It was proposed that the suggested amendments to the Articles of Association be accepted.

Motion to accept the amendment: Tracey Radbourne

Seconded: Wayne Mullens

Carried

It was noted that Kathleen will need to send off a copy of amended Articles of Association to ASIC within two weeks.

11. Election of Directors

Pursuant to our Articles of Association the Secretary advised, when nominations were sought from within the Company on 1 October 2020, that there would be ten vacancies on the Board for 2020 / 21.

A total of 6 nominations were received (by the close of business on the 21 October 2020). These were:

Monique Lanham
David Lee
Wayne Mullens
Kathleen Parsons
Gary Presneill
Tracey Radbourne

In accordance with our Articles of Association (11.2) those members were deemed elected. Additional nominations were invited from the floor to try to fill the four vacant positions. None were received.

The Chairman invited congratulations to new Directors.

12. Other Business

No other business discussed as no matters had been provided to the Company Secretary by the due date (21 October 2020)

13. Thanks and Appreciation

Thanks were expressed to Andrew Baker and Vision Church for the use of their premises for the AGM.

14. Close of AGM with Prayer

Wayne Mullens closed the meeting in prayer

Meeting Close: 12.04 pm

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