

Canberra Christian Radio Limited (CCRL)
Annual General Meeting, 2:00pm Saturday 19th November 2022
Vision Church, 1 Lithgow St, Fyshwick, ACT

MINUTES

Meeting Opened: 14:12pm

1. Introduction, Welcome and Opening Prayer (Chair)

David Lee opened in prayer.

Present: as per the Attendance Register – 20 financial members present meeting the quorum for this meeting.

2. Apologies

Colin Webster, Bruce Bowman, Janice Webb, Tracey Radbourne.

3. Minutes of the 2021 AGM

The Members of Canberra Christian Radio Limited were provided with electronic access to the Minutes of the previous AGM of 6 November 2021. As per usual, the Company Secretary had made provision for those without internet access to receive hard copies of the Minutes from the Office of the 1WAY FM Station.

The Chairman, David Lee, asked whether there were any amendments needing to be made to the Minutes of the previous AGM 6 November 2021.

Amendments: Nil

Motion: The Chairman proposed that the Minutes of the AGM 6 November 2021 be approved.

Motion to accept the Minutes: Kathleen Parsons

Seconded: Wayne Mullens

Approved: All In favour

4. Matters arising from the Minutes of the 2021 AGM

No matters arising from the previous minutes.

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

This year particularly is quite an interesting year with Covid disruptions and everything. David has included in his report words that we got familiar with in the year like inflation, culture, intolerance, pride, covid 19, Ukraine, abortion, conspiracy, hypocritical politicians, inclusion and exclusion of Christian things, climate and tariffs.

How have we addressed these issues? While we cannot address these issues individually, we are trying to present a Christian message of hope and encouragement to our listeners across all demographic groups/denominations.

What are we? Are we a radio station that plays nice songs, gives community events in the Canberra region? Do we have interesting chats and teachings of well-known preachers and mentors. Yes, we, do but we do much more and that is to present the Christian message of hope and encouragement of our living God to the strange world we live in at the moment.

Our website says we have a vision to promote a Christian perspective across our community, making Christ prominent through all demographics. Our mission – make Christ relevant.

Despite Covid we had done a couple of hundred interviews and maintained active community engagement and participated in various community events. Many biblical teachings and locally produced Christian programs with local Canberrans in addition to well-known international speakers.

Subjects covered ranges from finance, suicide, health, acting, cooking, radio, drama and a whole lot more. So, take your pick.

Jesus himself said in Matthew 5 – two different versions.

NIV – “In the same way, let your light shine before others, that they may see your good deeds and glorify your Father in Heaven”.

Message version: Now that I have put you there on a hilltop, on a light stand. Shine! Keep open house. Be generous with your lives by opening up to others. Then you would prompt people to open up to our God, generous Father in Heaven.

Our focus is to present the Christian message to the world. No matter what we go through or the world does, our focus is to present a Christian message. That is what we are doing and will continue to do that.

Now on the subject on Finance.

Appeal in June – very successful. Thankful and really appreciate the donations. All goes towards a good cause.

Money at bank – decreased a little due to the substantial amount spent on renovations and upgrade of equipment. Had to replace old obsolete broadcasting software with better software.

The Digital Radio 1WAY's range is outstanding, it reaches closer to Sydney on the Hume Highway and closer to Gundagai.

Staff: Farewelled Tandy at the end of June and welcomed Mariah as our Communication and Events Coordinator.

Now we look ahead to the next financial year. We will keep on going as we are and progressing as we are, actively engaging in community and seeking opportunities where we can advance and engage as Canberra's local Christian station: 1WAY FM

Questions on the report were invited.

No questions were asked.

Motion to accept the Report: Kathleen Parson

Seconded: Monique Lanham

**6. Audited Financial Statements for the 2021/2022 financial year
(David Lee and General Manager – Jenny Anderson)**

Total Revenue increased as well as did the expenses last financial year, but we are in a reasonably healthy financial situation despite all the expenditures of renovations and upgrades.

Revenue and Financial Analysis

There is a full disclosure of the audited revenue & financial analysis in our annual report on our website.

A quick thank you to all our donors and supporters.

Donations made up 70% of our income, which we are very appreciative for.

Sponsorship is also a large percentage. Government grants were very small this year and unlike a bigger percentage we received last year due to Covid-19.

Government subsidy and operating grants 0% this financial year.

Membership subscriptions make up a very tiny percentage, but these have not been a significant percentage of our operational income for some years. Donations and sponsorship income continues to be the largest contributions.

Revenue Analysis

Total revenue this financial year increased by \$14,187 on last year. This was largely due to an increase in donations through our November Building our Future Appeal and our annual June Appeal to support the needs of the station. Through the generous funding of our donors, we have now upgraded our systems and our transmitter, and we have moved ahead with the complete renovations of our office including our security systems. All work nearly completed.

Our budgeted operating expenses for the 2022/23 financial year are \$408,855 not including expenditure on the studio refurbishment. A larger proportion of that going into depreciation with all the new equipment and spaces but costs are going up for us and for everyone else. This is reflected in this budget.

We also allowed for bringing on another staff member in the new year depending on budget. We are also closely watching our expenditure and being good stewards of what resources, we have been given.

We believe our God is a God of abundance and will provide. We still need funds for blinds and studio fitout. The IT side of the fit-out is done but not the studio equipment and furnishings side.

Most revenue for the Station continues to be received through donations which is 72% of our annual revenue in this financial year. We are grateful to our supporters and listeners. It is a testament to what the team are doing improving the quality of what we are offering to the community and to God.

Sponsorship is our second largest revenue generator for 1WAY FM and we had an excellent year for sponsorship. We had our biggest ever sponsorship revenue in our last financial year, an indicator that we have the backing of our community. Our sponsors are businesses and organisations that support community radio and who recognise the value of supporting the community they serve. We are blessed that so many organisations have chosen 1WAY FM to help them build their brand awareness throughout the Canberra region).

Expense Analysis

Statement of comprehensive income shows where we are spending our money and how that breaks down. It is available on website. We recorded a surplus of \$40,056. Not quite as much as the last financial year but with big expenses.

Statement of financial position shows where our assets are sitting. Cash at bank recorded at the end of financial year was shown as sitting at \$237, 687 down from the previous year but still a very healthy bank balance. Some of that is already allocated to finish renovations which we will pay for after the end of the financial year. We do not have much left now, but we are making sure that healthy reserves are maintained. Net assets are worth more than the previous years.

Expenses: rental expenses and lease liability from 2020 and the depreciation includes the right of use asset from 2020. Landlord is very generous and no change to previous rental agreement. We are very blessed to have this space. Thankful to God and Vision Church.

Administration costs: most significantly salaries account for most of our outgoings. Salaries, we now have 2.8 FTE. Most other expenses remain relatively consistent with previous years. Cash at bank will decrease as we pay for renovations.

Any Questions: Not sure who asked but what is the next step with renovations upstairs and what is the amount to donate?

Response: Jenny Anderson - \$10000 estimated for the blinds but had no time to evaluate quotes. Blinds \$10,000 and studio upgrade another \$12,000 plus extra furniture. Office space needs blinds as weather warms up.

Motion to accept the Audited Financial Statements: Monique Lanham

Seconded: Kathleen Parsons

Carried: All in favour

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

David Lee thanked Jenny publicly for the great job she has done over the last three years, particularly during COVID and for being a great asset to the station.

Governance and Management

- Introduction of the Board for the year: 6 members returning and two newly appointed members: Anita Callaway and Michael Cooper.
- Introduction of the current leadership team. – Four staff. Jenny the Manager, Kieren Webb as Content Coordinator, Mercy Jeremiah as Office Coordinator and Tandy Butcher as Communications & Events Coordinator. Tandy left in February 2022 but stayed on till June until a replacement was found. Thank you to the team who have worked through disruptions/renovations.
- **Summary of the Year**
 - 104 Interviews were conducted. Big increase from previous year as we could do interviews again after Covid.
 - 80 members as of 30 June 2022.
 - 14 presenters who regularly present on air every week.
 - Church Connections is 68.
 - 13 locally produced programs which runs regularly on air – pre-recorded ones.
 - 55 financial partners

- 44 Sponsors in the last financial year. Value of Sponsorship is up. It is now \$106,577.
- 1264 donations totalling \$271,723.

Partnering With Our Community

We continue to partner with various organisations like Feed the Hungry, Bible League, Miracles Day and Operation Christmas Child.

Thanks to the contribution of our wonderful listeners, we have:

- fed 3682 children for a month during Take Away Hunger Day;
- given 525 Bibles to Aussie prisoners through Bible League: Bringing Hope Behind Bars;
- provided 279 miracles of sight as part of CBM Miracles Day; and
- been a part of Operation Christmas Child, encouraging people to pack shoeboxes for children overseas to experience the joy of Christmas giving.

It has been a real blessing working with these organisations, and while it seems counter-intuitive to raise money for other people, that's what God asks us to do, and it is an incredible experience for the community.

Any questions?

Question from Monique Lanham: Do we still have Compassion Child?

Response: Jenny Anderson: yes. we do. Mercy is doing a wonderful job, handling correspondence and sending gifts.

Question from Monique Lanham: Sponsorship? How much room to fill or space?

Response: Jenny Anderson: Only 5 minutes for every hour. We do have space.

Question from Leigh Wilmington: What is the next big financial requirement? Looking forward when is the next big bill due?

Response from Jenny: Transmitter lifespan is about 7 to 10 years, so we will be planning for that. Current needs are studio desks/broadcast equipment. Reaching out into the community more, staffing, mobile broadcasting. Capability Building.

Katheen Parson suggested we have more staffing to liaise with community as current staff have enough workloads.

Response from Jenny: We do want to maintain the community aspect and can do that with volunteers as we are a community radio.

Question from Brett Anderson: What is the strategy? Where are you going? What is your thinking and where are you focusing as GM? With all the upgrades to equipment and renovations coming to an end, where is the focus? Where is the station journeying?

Response from David: getting out in the community a lot more with restrictions easing.

Question from Anita Callaway – Are staff going to be coming in regular hours with restrictions eased? Office going to open business hours?

Response From Jenny: Staff have been coming in regularly last few months. Office is open and manned all days during business hours.

Jenny answered question on Strategy noted that these are referred to in the Annual Report. Essentially want to make sure we are securing our future by focusing on different revenue streams and ideally looking for new ones. Next step is to build up our team to reach out to the community to share the Gospel, bring the Christian message of hope and encouragement to our community 24/7/365 without breaks or drops in transmission. To have more people involved in doing that.

Following Jenny's Operational Overview, introductions were made around the room. Suzanne Rout offered to pray for the station.

I really want to encourage you and bless you in Jesus name to keep looking forward and to keep seeking the Lord's advice on how to proceed with the next near season because I do believe the Lord has got so much for us and it's exciting and I just really thank you for the wisdom that is on your leadership. I pray for an increase and an outpouring of wisdom, insight, revelation, knowledge: the whole of the mind of Christ to be on you all and so that everything you put your hand to really prospers, and one thing that is a little note is this need to get somebody out into the community, into the churches, it was the same thing we had in our heart 30 years ago. I'm hearing the same things and I am saying Lord will you rise up people to step into that role to help preach the vision of 1WAY in all the churches. I bless you all in Jesus mighty name.

8. Appointment of Auditor.

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

We are looking into the idea of having finances reviewed rather than audited but have yet to bring a recommendation to the members with regard to this. RSM Australia have indicated that their costs are increasing.

There was some discussion around the options and requirements for the audit. The Articles of Association require us to have an audited financial statement. The ACNC does not require this for an organisation of our size. We do want our books reviewed for probity's sake; this could be by a suitably qualified accountant.

It was noted that the auditor's role is an external role and that they are appointed by the members. It was also noted that the audit serves two main purposes, it provides the certainty that we can afford to pay our debts as and when they fall due, and it forms a level of assurance for potential supporters, e.g., sponsorship organisations and grant bodies who may look more favourably on an audit than on a review of finances.

Motion 1: That RSM Australia be appointed as CCRL's current auditor.

Motion to accept the Motion: Wayne Mullens

Seconded: Brett Anderson

Carried: All in favour

Motion 2: That the incoming Board of Directors be tasked with reviewing the need for an auditor and the costing and availability of those solutions / auditor and that any proposed changes be brought back to a Special General Meeting.

Motion to accept the Motion: Anita Callaway

Seconded: David Lee

Carried: All in favour

9. Election of Directors

The Company Secretary advised that there were eight vacancies on the Board for 2022. There are two returning Board members who are serving the second year of their two-year term: Anita Callaway and Michael Cooper

David Lee, Kathleen Parsons, Wayne Mullens, Monique Lanham, Gary Presneill, and Tracey Radbourne have nominated to serve for another two-year term.

No further nominations were received at the meeting for the remaining two positions. Chairman congratulated the Directors on their reappointment.

It was suggested that the Board seek someone with finance experience as we should have someone on the Board in that role.

10. Other Business – No other business was discussed as no matters had been provided to the Company Secretary by the due date (11 November 2022).

Comment from Brett Anderson:

On behalf of the members of 1WAY FM I would like to echo Suzanne's comments on thanking the leadership and team at 1WAY FM. 30 years on air is a fantastic milestone we are celebrating this year. It doesn't come without a lot of hard work and perseverance, and a lot of dedication from a bunch of people who are attentive to God's needs and Christ's call on their lives. On behalf of the members can I offer a congratulations to the leadership of 1WAY FM, the Director's and the management team and the volunteers that give their time to make 1WAY FM what it is for Christ here every day.

Directors Details

Chairman requests that newly elected Directors provide their personal details to the Company Secretary for submission to ASIC.

11. Thanks, and Appreciation Close of AGM with Prayer

Suzanne Rout closed the AGM with Prayer.

Meeting Close: 15:17 pm