



Braidwood FM INC 88.9

Annual General Meeting

Wednesday, 25 October 2023, 5pm

Braidwood Servicemen's Club

AGENDA

1. Welcome
2. Confirmation of the preceding annual general meeting
3. President's report
4. Station Manager's report
5. Treasurer's report
6. Sponsorship report
7. Membership report
8. Election of office bearers and ordinary members of the association
 - President
 - Vice president
 - Secretary
 - Ordinary Member (one position)
9. Meeting Close

Braidwood FM Inc
15 Victory Street
Braidwood NSW 2622
PO Box 230 Braidwood 2622
Phone: 4842 1312 Studio
Email: info@braidwoodradio.com.au



AGM MINUTES – Wednesday 23rd November 2022

Venue: Braidwood Servicemen's Club
Meeting opened: 5:30pm
Attendees: William (Will) Renton, Margaret Royds, Gordon Waters, Martin Gilby and Bill Waterhouse in person, and Rob Davidson, Ron Parkinson and Andrew McKinnon via Google Teams Live link.
Apologies: Barbara Gilby.

1. Will Renton chaired the meeting and welcomed everyone.
2. Acceptance of Minutes of last AGM held on 16th November 2021.
3. President Report by Rob Davidson was read by Will Renton. (copy attached).
4. Station Manager Report by Gordon Waters was read by Gordon. (copy attached).
5. Treasurer Report by Rob Davidson was read by Will Renton. (copy attached).
6. Sponsorship Report by Rob Davidson was read by Will Renton. (copy attached).
7. Martin Gilby as Returning Officer managed the filling of 3 positions, Vice-President, Secretary and one Ordinary General Member, which have been temporarily occupied for the last 6 weeks.

One nomination was received for each of the 3 positions, from William Renton for Vice-President, Violet Wasson for Secretary, and Ron Parkinson for Ordinary General Member. As those three persons were the only nominees those three positions they were appointed to those positions for a period of 3 years.

The AGM closed at 6:05pm and a general discussion followed.

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**Braidwood FM Inc.
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Wednesday 25th October 2023 5pm
at the Braidwood Servicemen's Club**

President's Report for year ending 30 June 2023

I'd like to welcome you all to our 2022-23 AGM and thank you for taking the time to attend.

What a year it has been! The economy, cost of living, mortgages through the roof, and much more difficulty in attracting new sponsors as sponsors funds don't stretch as far as they once did. Our expenses with insurances and electricity (in particular) are increasing way above any inflation rate.

However, Braidwood FM Inc. still came through the year in a good financial position, with a surplus of \$3,144 compared to a 2021-22 deficit of \$2,430.

A big thank you goes to all those people who have served on the Executive Committee, all our presenters and volunteers that keep the station going, and to our Station Manager, Gordon Waters, who puts in so many hours to keep the station running smoothly.

Thank you also to all our sponsors and our members whose financial support is vital to the station and has enabled us to be a vital part of this community for over 20 years, since we began broadcasting on the 26th January 2003. We are now in our 21st year of broadcasting.

We celebrated our 20th Birthday in January, giving away loads of prizes donated by a number of businesses. Particular thanks go to Bendigo Bank for the grant which enabled us to purchase tote bags, merchandise for those bags, and funding 20 gift vouchers won by lucky listeners.

In May 2023 we lost one of our Board members, Ron Parkinson, who passed away from cancer. Ron was a wealth of knowledge having been involved in Community Radio for decades and I met him 20 years ago when he was with QBN-FM, Queanbeyan. He later moved to Valley FM, Tuggeranong as Station Manager and Technician. Ron assisted Braidwood FM with technical advice over the 20 years I knew him. He will be missed.

Ron's passing left a vacancy on the Board and Crystal Hart stepped into the role of Ordinary Member in a temporary capacity until this AGM.

Finally, today I am announcing that I will not be standing for President at this AGM as I believe it is time that another takes the reins. I believe it is good practice that we have contingency planning in place and having a number of people experienced in the President position will

ensure that happens. I will be standing as Vice President so I can assist the new President should they need any assistance.

Rob

Rob Davidson, President, Braidwood FM

10th October 2023

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At Braidwood Servicemen's Club

Station Manager Report 2023

As the end of 2023 draws closer, We find ourselves in a familiar place again, with the bushfire threat this summer already upon us, with numerous out of control fires both here in NSW and QLD, threatening lives and property, We are making preparations to ensure we as a station are ready and able to swing into action if we are faced with local emergencies. We have been upgrading equipment to ensure continued reliability of our broadcast systems and we are working on expanding our coverage to the south of Braidwood to enable us to reach more of our area.

This expansion I spoke of this time last year, and it has proved to be very difficult and time-consuming to get the project moving. I have tried to make contact with many organisation involved in this project and have hit brick wall after brick wall in gaining the information I have requested to move forward. To this end, I have asked Rod McClure to formally write to members of Parliament both state and Federal to gain some momentum on the issue we are facing with this expansion.

In other news, This year we have started our regular Newsletter and I must thank Crystal Hart for her work in the production of this. I feel it is important for us to do this to keep our members informed on the happenings of the station.

We are also out and about in the Community with more Outside Broadcasts, and thanks to a new outside broadcast kit, it's even easier for us to set up and broadcast. Having recently broadcast from inside St Bedes Church, which I believe was a first for us. Other OB's we did were;

- The Camp Oven cook-off at the Nerriga Hotel in August
- Meet the Candidates from the Serviemens Club in March
- The Majors Creek Music Festival in March
- The Opening of the Skate Park in February
- Our 20th Birthday in Ryrie Park in January

We have also started archiving all our programs on the website so you can listen to them later, I Thank Will for allowing me to dump this on to him and keep this up to date. It's a great resource to go back and listen to a program you missed or for an archive of our interviews. Bill Waterhouse's Hot Topics keeps topping the list of the most listened-to programs from the website, I thank Bill for his dedication to this program and I know the struggles of finding people to talk to each week and congratulate him for keeping this program Interesting and engaging.

There are 2 Milestones reached in the last 12 Months, Rob Davidson celebrated his 20th year in Community Radio last November and this November Gavin Pillidge will celebrate his 20th year behind the Microphone. I congratulate both of them for their longevity in a volunteer-based organisation. Without these 2 people, Braidwood Community Radio would not be what it is today. I would like to see if we can arrange a celebration for both of them in the coming months. I know they were both present to celebrate the Stations 20th, but I feel it's fitting to mark this occasion with another get-together, so watch this space.

Presenters continue to fluctuate, and we currently have 12 in-person presenters doing shows each week and 3 Remote Presenters who pre-record shows for us, we hope to add another in-person presenter very soon with a new talk / Interview style program. So, stay tuned.

The resourcing of Volunteers and community engagement continues to be an ever-difficult problem for the station, We have put calls out for people from the community to get more involved in the station by joining a programming committee to help shape the programs we play and we have also started a listener feedback survey that we are asking members of the community fill out, either on the website or a paper form, this is so we can work out who is listening and what you might like from the station, and as always the call for new presenters, This is something we will continue to work on as we need people to continue doing shows to keep the station going.

We are also working on Succession planning for the Station and trying to get new people involved in the major roles of the Station, We are making small changes to enable other people to take on roles and functions that are essential for the running of the station and this continues to be an ongoing process that will continue as required.

What you hear each day or week on the radio takes a lot of work to make happen, From the recording and scheduling of the Sponsor's Announcements to the weekly scheduling of our regular programs, Some are automated but others are a manual process that Rob and I do each week, such as Radio Church, The Mechie Show, Saturday Night Gold, Atomic Count Down and Flashback to name a few.

Ensuring the News comes in each hour, The scripting and recording of the Noticeboard and Jobs guide. Making sure the text and email lines are working. Looking for and updating our New Music rotation. Keeping our music fresh and updated. Scheduling Artist's interviews, Paying bills, filling out Compliance forms, Coordinating OB's, Updating of Facebook and the Website, uploading podcasts, Fixing problems when they arise, and keeping the station on air and so on.

Community Radio Stations need to renew their license to broadcast every 5 years and it's our turn to renew ours again. This is an involved process and takes some time to collect all the information needed for the renewal application. Our license is due next year but we are starting on this now, So I apologize in advance to Rob, Will, and the rest of the Board for the work we will start to undertake to complete this process.

Overall, the Station is running well, with a good selection of presenters and programs, but we are always looking for new presenters and programs or ideas for the station, I will continue to improve the studio and equipment to ensure we are broadcasting the best we can.

Gordon Waters
Station Manager
25/10/2023

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Treasurer Report for year ending 30 June 2023

The 2022-23 financial year was a challenging year for Braidwood FM with ongoing cost increases and a more difficult market in attracting increased sponsorship funds, however, we still ended the financial year in a healthy financial position, and with a small surplus.

Income from sponsorship and membership increased this year, grants were slightly lower, bank interest increased because we changed to a new account, and donations income also increased, primarily because of the donation of \$1,172 by the Majors Creek Hotel, the proceeds of raffles.

We also received a claim payout of \$8,080 from our insurer for our Bravo Console which could not be repaired.

Income:

Total income for the year was \$61,562. Sponsorship income increased by just under 9%, Membership income increased by 21%, Donations income increased by 141%, and Bank Interest increased by 480%.

	<u>2022-23</u>	<u>2021-22</u>
Sponsorship	\$33,894	\$31,171
Grants	\$13,969	\$16,400
Insurance Claim	\$ 8,020	\$ 1,307
Membership	\$ 2,670	\$ 2,200
Donations	\$ 2,302	\$ 955
Bank Interest Earned	\$ 377	\$ 65

Expenditure:

Total expenses for the year were \$58,418, with increases on the previous year of 30% for Insurances, 30% on Electricity, 15% on APRA/AMCOS fees, and 624% on the purchase of Equipment as detailed below.

	<u>2022-23</u>	<u>2021-22</u>
Electricity	\$5,451	\$4,198
Insurances	\$4,356	\$3,347
APRA/AMCOS Fees	\$1,831	\$1,591
Equipment Purchases	\$9,063	\$1,252

Equipment purchases of \$9,063 included:

- \$4,858 for 40 new batteries for the UPS (Uninterrupted Power Supply) on Mt.Gillamatong, which keeps the transmitter operating in the event of a power failure.
- \$2,700 towards the purchase of a portable outside broadcast unit;
- \$1,055 for the purchase of a new 'on air' PC which runs the operation of the station;
- \$ 285 for accessories for the new 'on air' PC;
- \$ 165 for a remote programmable AC (air conditioner) Controller

Miscellaneous Expenses of \$703 included:

- 50% (\$525) towards the cost of a laptop used by the Treasurer and Sponsorship officer;
- \$178 for cleaning supplies and batteries for use in the studios.

Donations of \$2,302 included:

- Majors Creek Hotel - \$1,172 in April 2023 from Raffles over 3 weeks
- Braidwood Lions - \$500 in July 2022 and \$100 in November 2022
- Braidwood Servicemen's Club - \$250 in November 2022
- Podcast Funds Management Fee - \$250 in February 2023

Other: \$330 from CMTO for Course Funding

Financial Result:

The overall result for the 2022-23 financial year was a **surplus of \$3,145**, compared to the 2021-22 financial year result of a \$2,430 deficit.

Financial Position:

Braidwood FM Inc. remains in a healthy financial position with funds in accounts as at the 30th June 2023 of \$65,073 (up 5% on funds in accounts as at 30th June 2022, \$61,928).

Braidwood FM Inc is a Tier 2 Incorporated Association and is not required by law to have an audit carried out as its income is less than \$250,000 a year.

Rob

Rob Davidson

Treasurer

Braidwood FM Inc.

10th October 2023

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Sponsorship Report for year ending 30 June 2023

Sales of Sponsorship has become more difficult during the last half of the financial year, with economic conditions worsening for individuals and businesses, with cost-of-living and mortgage rates rising rapidly.

Unfortunately when times are tough and expenses have to be reigned in, community radio support is a 'luxury' item and it often gets cut back first.

Having said that, we did manage to increase our sponsorship income during the year through targeted marketing campaigns which brought us some new sponsors, some of whom stayed and others stayed for only a short while.

Sponsorship Income for 2022-23 was \$33,894, an increase of 8.7% over the 2021-22 total of \$31,171.

Some factors that led to this increase were a small increase in our sponsorship rates and new sponsors (even if some were only short term, 3 or 6 months). All our long-term sponsors remained with us.

Braidwood FM currently has 24 sponsors.

Sponsor movements during the year were as follows:

- **Batemans Bay Concrete Tanks** joined us in April 2023 paying for 12 months until April 2024.
- **ECP Buildco** joined us in May 2023 paying quarterly.
- **Tombarra Holiday Units** joined us December 2022 and are paying quarterly.

- **Neilsen & Sons Plumbing** joined us in January 2023 for just one quarter, ceasing in April 2023.
- **Braidwood Half-Cut Barber** joined us in April 2022 and ceased in April 2023.
- **Braidwood Air Conditioning** joined us in January 2023 for just one quarter, ceasing in April 2023.
- **The Carrington Inn Bungendore** joined us in April 2023 for just one quarter, ceasing in July 2023.
- **Hold Fast Distillery** joined us in January 2023 for just one quarter.
- **Troopers Rest** ceased in August 2022 when it closed down.

Rob

Rob Davidson

Sponsorship Sales and Service

10th October 2023