

AGM-Presidents Report to Members
Annual General Meeting Thursday 19th November 2020

It has been an extraordinary year to say the least.
Covid 19 has impacted 3mdr like every other business and community organisation.
Special thanks to everyone on the Committee of Management, as well as our unrelenting staff who kept the station going despite all.

However difficult it was the Licence Renewal was completed and sent in on time.
Special thanks to the members who worked on this project, under difficult circumstances.

The financial support from the Community Broadcasting Foundation was also most welcome and we thank them.

Radiothon planning was disrupted due to Covid, but once again because of the dedicated work from all involved it was declared a success
We received 373 subscribers,
Work on the next Radiothon plan should begin soon.

Covid safe planning and implementation for announcers returning to live broadcast was world class. Special thanks to Ren who had researched and implemented the procedures.

Studio 2 came on line, and should be an incentive for presenters to return to live broadcasting.

Staff workload was immense mostly because of remote production of programs having to be remotely processed by our staff and office work being done from home.
Programming-Program review training was conducted with success, thanks to the hard work of the Programming Committee.

Strategic Plan is due for renewal, but has been put on hold for now, and will be attended to as soon as possible.

Fundraising-The Sooki Lounge function was also held in Nov 2019 and was a success
Despite 3MDR spending more than we brought in, our financial situation is still healthy and can deal with any unexpected situations. Thanks again to the CBF Grants.

Len Davis
President
Committee of Management 3MDRFM

Station Manager's Report to Members
Annual General Meeting Thursday 12th November 2020

Wowser! What a year 2020 has turned out to be thus far!

First and foremost I would like to thank the 3MDR CofM, presenters, volunteers and members for continuing to provide me with the opportunity and the support for my role in the 3MDR office. As committed volunteers your contributions are most worthy of acknowledgement.

Before delving into this year, the latter part of 2019 was business as usual for community radio 3MDR 97.1fm.

As with previous years, there were some changes to personnel on the CofM with Samantha Dunn stepping down as President and member of the CofM as her work and family situation changed with the onset of the covid19 pandemic. I would like to thank Sam for her time and commitment in volunteering for 3MDR. Sam, along with fellow CofM members undertook the enormous task of starting the 5yr broadcast licence renewal application required by the ACMA.

Barbara Baxter, founding member of 3MDR and recently retired from a long and illustrious career at the Community Broadcasting Foundation, joined the CofM mid term and picked up the executive role as Treasurer. Barbara couldn't have joined at a more crucial time with the impending retirement of 3MDR's dedicated Bookkeeper, Lea Paton. Lea has now retired and we thank her for the never ending support and diligence in maintaining the financial records for the association. Barbara has offered to fill the role of Bookkeeper in a volunteer capacity.

I would like to thank Tina Nabb, joining the CofM mid term after recently retiring from working for the Australian Communications Media Authority. Tina brings a wealth of procedural knowledge to the leadership team.

Cath Dear also joined the CofM mid term and will bring her skills in project management to the team and is keen to look after the buildings/maintenance portfolio.

2020 was shaping up to be another exciting year for 3MDR and whilst there was excitement, it wasn't what anyone expected with the development of a global pandemic – covid19

Since 17th March 2020 the workload has been relentless to say the least.

I cannot thank Ren enough for her never ending support and tireless work throughout this challenging year. Ren deserves most of the credit for how 3MDR has remained on air since the shutdown. Ren's efforts in researching and developing 3MDR's CovidSafe plan has allowed the safe return of presenters to the studios from mid July when the first lockdown restrictions were briefly eased.

The office staff held many online meetings with the CofM members to ensure 3MDR continued the broadcast service and developed and implemented procedures for keeping staff and volunteers safe.

Thanks to the Community Broadcasting Foundation (CBF) for provided vital financial support to 3MDR and the sector.

To facilitate the safe return of volunteers, 3MDR purchased equipment, developed a cleaning/hygiene routine and weekly cleaning of the premises.

David Miller, assisted by Ren, completed the second broadcast studio, The Drawing Room, which was an amazing feat given the circumstances. The completion of The Drawing Room Studio allowed for the safe return of more presenters to live broadcasting. This is a fantastic development for 3MDR to have a fully functional 2nd broadcast studio. Thanks too to Tech Team volunteer John in Upwey for setting up the On Air/Mic Live lights in the hallway.

I would like to acknowledge the amazing efforts of the volunteer presenters who managed to switch to remote production of their weekly programs soon after 3MDR closed its doors on March 17th.

At the height of the first lockdown, 3MDR's volunteer presenters were producing 40 weekly programs. A mighty effort indeed.

3MDR was also the beneficiary of programs produced by community members, creating special "one-off" episodes.

To date, over 2600 individual audio files, produced by the presenters/community members, have been processed and broadcast in their usual timeslots.

Unfortunately not all presenters had the capacity to produce their programs remotely. I'd like to thank the CBAA and Community Radio Network (CRN) for providing free access to nationally syndicated programs throughout the pandemic.

Community radio 3MDR continued with an uninterrupted broadcasting service throughout the pandemic. This has been appreciated by the listeners and supporters with another successful radiothon completed in October 2020. 373 subscribers renewed/signed up during Radiothon month. This figure includes 4 Best Friends For Life chipping in \$1000 each.

Much thanks to the Radiothon team – Len Davis - coordination (President/presenter), Michelle Gearon – coordination (Secretary/Presenter), Dan Smith – production + socials (Waking The Neighbours), Tim Lines – graphic design (Sounds From Inbetween), Chris Hext – coordinator (80/20 Rule), Mae Parker – prizes/promotion and Biff (Music Garden) for poster printing.

Behind the scenes the ACMA licence renewal team – Tina Nabb, Michelle Gearon and Charitha Dissanayake spent many hours, with weekly meetings, completing 3MDR's 5yr broadcast licence renewal application. The application has been submitted to the ACMA and we eagerly await the notification that 3MDR's licence will be renewed in 2021. Much thanks to the B66 team for this essential work.

Financially 3MDR is in a stable position. JobKeeper has been a lifeline for covering staffing costs, allowing for an increase in paid hours to assist with the dramatic increase in workloads placed on the 2 paid employees. 3MDR currently employs 1.6FTE staff. Both

staff have been working 7 days/w since the 17th March with an average of 20hrs p/w/staff member worked as unpaid overtime to keep on top of the operations. Both staff members are looking forward to a well earned break before the end of the calendar year.

Thanks to the CBF for the Development & Operations, Specialist Programming (Ethnic) and Covid Crisis grant funding. These funds are essential and over the 2020/21 FY 3MDR will be spending over \$30K on capital works with the installation of insulation in the roof space and reverse cycle air-conditioning units in each room of the homestead occupied by 3MDR. This will be of particular benefit during the cold winter months.

Cardinia Council and Yarra Ranges Council continue to support the station with annual community grants.

I would also like to thank the subscribers, sponsors and donors to the station. There are some very generous and supportive community members helping to keep 3MDR on the air.

Programming – aside from the aforementioned program information, 3MDR has added 5 new programs to the weekly grid – Waxoid with Matt (Tuesdays 1-3pm), HeartHour with Jo (Wednesdays 10-11am), RockBottom Radio with Marco (Wednesdays 3-4pm), SideTracks with John (Wednesdays 4-5pm) and Surface Noise (Saturdays midnight to 3am). With the exception of SideTracks, all are being remotely produced and we look forward to the new presenters getting trained up on the studio equipment.

Sadly, Angelo Mazzone, presenter of 3MDR's Italian Show for over 15 years, passed away in June at the age of 87. Angelo was a much loved member of the association and is dearly missed. Much thanks to Robert Gearon for presenting a tribute to Angelo in the Italian Show timeslot which was much appreciated by Angelo's family.

Thanks must also go to the Program Committee volunteers looking after one of the biggest aspects of the operations. Meeting monthly, the PCom has worked very hard to assess the many new program applications submitted over the last 6 months and working on training and procedural activities. Bret Townsend (Songs From Under The Floorboards), Michelle Gearon (Secretary/Lips That Bite) and Graeme Taylor (member) have been meeting monthly to oversee programming. In February, several members of the PCom and CofM attended a CMTO one day course on Program Review. Alas the pandemic put a stop to the full program review and we hope that this essential project can be reignited in early 2021.

Whilst 3MDR is unable to accommodate guests in the studio the presenters are to be commended for including members of the community on their weekly programs whether the be produced remotely or broadcast live in the studio.

Live music is a big part of 3MDR, with the whole entertainment industry brought to a standstill, the station looks forward to supporting local and not so local musicians and venues to get the industry back up and running.

As with every year I've probably missed a lot of detail in my annual report. Apologies if I have missed anyone's contributions. The year has been somewhat of a blur.

All in all 3MDR, with thanks to its dedicated volunteers, has had a successful 12 months and I'm looking forward to some normalcy returning to the operations.

Thanks for your support and I look forward to working with you all over the next 12 months.

Phil Ruck

3MDR Station Manager

04/11/2020

3MDR Annual General Meeting
November 2020
Treasurer's Report

Overview

The second half of 2019/20 was certainly not what we anticipated as the year began. And yet, due to the magnificent effort of the staff, presenters, hardworking volunteers and loyal listeners, we managed to continue our service to the Mountain District in the face of unthinkable obstacles.

I took on the role of acting Treasurer on the Committee of Management in May 2020 when most of the hard work of remote broadcasting was already underway. Station Manager Phil, accountant Andrew Harper from HBTAdvisory and the bookkeeper at the time Lea Paton were very patient as I bombarded them with questions about how to do my job. The attached financial report is testament to their efforts.

Revenue comments

While income from subscriptions was down from the 2018/19 year, this was somewhat offset by the increase in sponsorships. The most significant decrease was in grants, with a 25% decline from the previous year. The federal JobKeeper payments and Cash Flow Boost was a lifesaver, though we still had an operating loss for the year. Total income was \$129,604.

Expenses comments

Expenses not related to staffing were up by 30% to \$79,779, largely due to the additional cost of the much larger premises. Staffing costs for station manager Phil Ruck and Engagement Coordinator Ren Cuttriss-Garry rose by 18% with provision for staff leave increasing by almost 50% as Phil is now eligible for long service leave and staff have not been able to take the leave they are entitled to due to additional work pressures caused by operating in the pandemic. Total outgoings for the year were \$174,258.

Cash on hand

Although we spent \$15,969 more than we brought in during the year, the organisation is still in a healthy financial position. With \$99,075 in the bank and owed to us, and the amounts we owe or have committed to pay of \$38,794, we have a comfortable \$60,281 to protect us from whatever the coming year can throw at us.

What's ahead of us

As explained in the accountant's report, it is hoped that we will continue to be eligible for federal assistance for the first three quarters of 2020/21. Whether we will be able to resume our outreach and fundraising activities is yet to be seen. Impressive grant income so far in the current year has been a relief. Sponsorship income may be harder to bring up to last year's levels due to the struggle those businesses have been having just to survive. Let's hope they realise we are a good business partner who can help them as much as they can help us.

Barbara Baxter

Acting Treasurer