

COMMITTEE MEETING AGENDA

Tuesday, 14th March 2023

held at The Hub, 27 Dalmahoy St, Bairnsdale, 3875

1. **Attendance:**
 - 1.1. **Committee:** Peter Jones (President & Chair), Tony Francis (Vice-president), Jim Clement. (Secretary), Pamela Mahlstedt, Barbara Saunders, Wayne Stagg, Lee Walker.
 - 1.2. **Other Attendees:** Mike Richards
2. **Opening:** The President opened the meeting at 16:00 AEDT
3. **Adoption of Minutes of Previous Meeting – 21st February 2023:** Resolved to accept the minutes of the previous meeting as a true and accurate record.
 - 3.1. **Business Arising from the Previous Minutes:**
 - 3.1.1. **Stronger Communities Grant:** Tony Francis advised the grant application has been submitted.
4. **Finance Reports:**
 - 4.1. **Treasurer's Report for Feb 23:** Attached at Annex A
 - 4.2. **Sales Report:** Attached at Annex B
 - 4.3. **Sponsorship Rates WG Report:** Mike Richards, on behalf of the WG, showed various options and the possible fallout. The WG recommended a 9% rise in sponsorship rates, to become effective 1st May 2023.
Resolved to accept the Treasurer's Report, the Sales Report and the recommendations of the Sponsorship Rates WG. Further resolved to reconvene the Sponsorship Rates WG, with the addition of Tony Francis, to determine an implementation strategy. **Action: Working Group**
5. **Correspondence:** Nil
6. **For Decision:**
 - 6.1. **Governance:**
 - 6.1.1. **Resignation – Jeannette Board:** The Committee reluctantly accepted Jeanette's resignation. Secretary to send letter of thanks. **Action: Sec**
 - 6.2. **Management:**
 - 6.2.1. **Complaint:** This matter was discussed *in camera* **Action: Sec**
 - 6.3. **Operations:**
 - 6.3.1. **East Gippsland Field Days:** There was discussion of REG participation in the EG Field Days. Logistical work has been/is being undertaken by staff, Barbara Saunders is coordinating the attendance of volunteers.
7. **For Discussion**
 - 7.1. **Governance:**
 - 7.1.1. **Objects of the Association:** There was discussion of the objects of the association and the fact that REG is not in compliance with its license conditions. Governance Committee to examine. **Action: Governance Committee**
 - 7.2. **Management:**
 - 7.2.1. **Workplace Health & Safety:** *to be carried forward to Apr 23 meeting*
 - 7.2.2. **Emergency Radio Station:** Peter Jones has carried out some investigations on this matter. *To be carried forward to Apr 23 meeting*
8. **For information:**

Radio East Gippsland acknowledges the Gunai Kurnai nation as the First People and Traditional Owners of the land over which we broadcast and pays its respects to elders past, present and emerging.

8.1. **Reports**

8.1.1. **Secretary's Report:** The Secretary reported that he had printed out a copy of the Constitution and other governance documents (policies, etc) and placed in a folder in the Bairnsdale Studio. He will do the same for the Lakes Entrance Studio.

8.1.2. **Studio Coordinator's Report:** Attached at Annex C

9. **Next Meeting:** Tuesday, 11th April 2023, at The Hub, 16:00 AEST

10. **Close:** The meeting closed at 17:57 AEDT

Attachments:	Annex A	Financial Report
	Annex B	Sponsorship Report
	Annex C	Studio Coordinator's Report

Accepted as a true and accurate record , 11 April 2023

Peter Jones

President, REGFM

Annex A to REG Committee Minutes, 14th March 2023

R.E.G. FM FINANCE REPORT FOR MONTH OF FEBRUARY, 2023

(Meeting Set for Tuesday, 14th March 2023 - 9am – U3A Building)

General Account Bank Balance as at 28 th February, 2023	41,324.14
Less: Wages & Super owing but not paid as at 28 th February	-\$3,841.34
Less: Current Liabilities:	<u>-8,981.91</u>
Nett General Account Balance as at 28 th February, 2023	\$28,500.89
Statement (Petty Cash Imprest) Account as at 28 th February, 2023	\$983.16
Mastercard Debit Card Balance as at 28 th February, 2023	\$225.04
SQUARE Receipts Account Balance as at 28 th February, 2023	\$217.94
Long Service Leave Deposit Account as at 28 th February, 2023	\$18,044.04
Fixed Interest Term Deposit Balance as at 28 th February, 2023	<u>\$75,309.91</u>
Total Cash On Hand:	\$123,280.98
Net Profit/Loss for Month of January, 2023	-\$3,586.03

Attached Reports include:

Profit & Loss Report for month of February, 2023 (Comparison with same period last year)

Profit & Loss Report Year To Date: (Comparison with same period last year)

Balance Sheet as at 28th February, 2023.

REG FM Budget Forecast.

Separate Report on Income & Expenditure Cashflow Analysis

NOTES ON REPORTS

- 1. Wages and Superannuation** processed on 27th February were not deducted from Bendigo Bank until 1st March.
- 2. Current Liabilities** of \$8,981.91 comprise monies owing to the A.T.O.. of \$6,493.71 plus remainder of new telephone system charges (\$2,488.20) – payable after system is installed.
- 3. Sponsorship Revenue** for the month of February of 24,856.31 was 15.3% more than for the same period last year. Our Year To Date Sponsorship Revenue of \$159,313 is just 0.5% down on for the same period last year. (\$160,026) – Well done Damian!
- 4. 2023/2024 Cashflow Analysis:** I have included a separate Report showing impact of 2023/2024 Budget on our Financial Position and identifying several options for increasing Sponsorship Rates to combat negative impact of Cashflow for the period. Please feel free to contact me prior to the Meeting if you have any queries.

Mike Richards.

Profit & Loss [With Last Year]

February 2023

ABN: 38 619 032 565

Email: accounting@regfm.com.au

	This Year	% of Sales	Last Year	LY % of Sales
Income				
Sponsors	\$24,856.31	99.9%	\$21,554.14	99.8%
Membership	\$36.36	0.1%	\$9.09	0.0%
Fund Income				
Donations	\$0.00	0.0%	\$40.00	0.2%
Total Income	\$24,892.67	100.0%	\$21,603.23	100.0%
Total Cost of Sales	\$0.00	0.0%	\$0.00	0.0%
Gross Profit	\$24,892.67	100.0%	\$21,603.23	100.0%
Expenses				
ACMA	\$10,597.58	42.6%	\$0.00	0.0%
AMCOS	\$0.00	0.0%	\$8,479.91	39.3%
Bank Charges	\$1.35	0.0%	\$7.31	0.0%
Computer Expense	\$150.86	0.6%	\$195.45	0.9%
Contract Services	\$506.29	2.0%	\$262.50	1.2%
Dues & Subscriptions	\$236.36	0.9%	\$229.12	1.1%
Insurance	\$600.79	2.4%	\$1,058.15	4.9%
Internet	\$22.73	0.1%	\$10.82	0.1%
Legal & Accounting	\$536.13	2.2%	\$681.49	3.2%
Maintenance	\$230.00	0.9%	\$324.10	1.5%
Media Bookings	\$255.00	1.0%	\$470.00	2.2%
Office Supplies	\$147.76	0.6%	\$139.03	0.6%
Studio Supplies	\$135.33	0.5%	\$58.23	0.3%
Employment Expenses				
Staff Amenities	\$0.00	0.0%	\$81.82	0.4%
Superannuation	\$1,321.85	5.3%	\$1,191.98	5.5%
Wages & Salaries	\$12,588.96	50.6%	\$11,919.76	55.2%
Total Employment Expenses	\$13,910.81	55.9%	\$13,193.56	61.1%
Postage & Shipping	\$139.09	0.6%	\$150.91	0.7%
Telephone	\$253.19	1.0%	\$208.16	1.0%
Travel Expenses	\$90.91	0.4%	\$0.00	0.0%
Services				
Electricity	\$665.00	2.7%	\$510.46	2.4%
Total Expenses	\$28,479.18	114.4%	\$25,979.20	120.3%
Operating Profit	-\$3,586.51	(14.4)%	-\$4,375.97	(20.3)%
Other Income				
Interest Income	\$0.48	0.0%	\$0.70	0.0%
Total Other Income	\$0.48	0.0%	\$0.70	0.0%
Total Other Expenses	\$0.00	0.0%	\$0.00	0.0%
Net Profit/(Loss)	-\$3,586.03	(14.4)%	-\$4,375.27	(20.3)%

This report includes Year-End Adjustments.

Profit & Loss [With Last Year]

July 2022 To February 2023

ABN: 38 619 032 565

Email: accounting@regfm.com.au

	This Year	% of Sales	Last Year	LY % of Sales
Income				
Sponsors	\$159,313.40	99.4%	\$160,025.59	99.0%
Membership	\$672.68	0.4%	\$1,336.38	0.8%
Fund Income				
Donations	\$323.55	0.2%	\$205.00	0.1%
Total Income	\$160,309.63	100.0%	\$161,566.97	100.0%
Total Cost of Sales	\$0.00	0.0%	\$0.00	0.0%
Gross Profit	\$160,309.63	100.0%	\$161,566.97	100.0%
Expenses				
Accounting	\$0.00	0.0%	\$500.00	0.3%
Audit Fees	\$500.00	0.3%	\$0.00	0.0%
ACMA	\$11,109.58	6.9%	\$90.00	0.1%
AMCOS	\$0.00	0.0%	\$8,479.91	5.2%
CBAA	\$5,730.41	3.6%	\$4,233.98	2.6%
Bank Charges	\$55.70	0.0%	\$34.36	0.0%
SQUARE Transaction Fees	\$2.52	0.0%	\$0.00	0.0%
Advertising	\$0.00	0.0%	\$157.50	0.1%
Computer Expense	\$1,367.20	0.9%	\$1,498.14	0.9%
Contract Services	\$1,672.61	1.0%	\$1,617.50	1.0%
Discounts				
Dues & Subscriptions	\$283.21	0.2%	\$549.77	0.3%
Equipment Rental Expense	\$30.00	0.0%	\$0.00	0.0%
Donations Given	\$770.00	0.5%	\$0.00	0.0%
Insurance	\$1,727.89	1.1%	\$3,237.78	2.0%
Internet	\$136.51	0.1%	\$86.56	0.1%
Legal & Accounting	\$4,584.26	2.9%	\$5,609.82	3.5%
License Fees	\$300.00	0.2%	\$104.00	0.1%
Maintenance	\$2,619.31	1.6%	\$1,301.37	0.8%
News Services	\$3,245.83	2.0%	\$3,160.00	2.0%
Meeting Expense	\$956.32	0.6%	\$95.98	0.1%
Media Bookings	\$3,610.00	2.3%	\$4,450.00	2.8%
Office Supplies	\$784.10	0.5%	\$636.47	0.4%
Petty Cash	\$0.00	0.0%	\$19.05	0.0%
Studio Supplies	\$3,528.64	2.2%	\$1,404.41	0.9%
Equipment Maintenance & Repairs	\$1,820.11	1.1%	\$0.00	0.0%
Employment Expenses				
Staff Amenities	\$269.90	0.2%	\$335.12	0.2%
Superannuation	\$11,078.75	6.9%	\$10,201.41	6.3%
Wages & Salaries	\$106,994.66	66.7%	\$103,489.90	64.1%
Workers' Compensation	\$570.48	0.4%	\$419.95	0.3%
Long Service Leave Expense	\$3,999.39	2.5%	\$0.00	0.0%
Other Employer Expenses	\$0.00	0.0%	\$150.00	0.1%
Total Employment Expenses	\$122,913.18	76.7%	\$114,596.38	70.9%
Postage & Shipping	\$247.21	0.2%	\$168.09	0.1%
Rent	\$0.00	0.0%	\$104.00	0.1%
Telephone	\$2,211.24	1.4%	\$1,904.25	1.2%
Transmitter Fees	\$7,071.00	4.4%	\$6,448.09	4.0%
Travel Expenses	\$90.91	0.1%	\$0.00	0.0%
Services				
Electricity	\$1,546.25	1.0%	\$1,457.98	0.9%

This report includes Year-End Adjustments.

Profit & Loss [With Last Year]

July 2022 To February 2023

ABN: 38 619 032 565

Email: accounting@regfm.com.au

	This Year	% of Sales	Last Year	LY % of Sales
Total Expenses	\$178,913.99	111.6%	\$161,945.39	100.2%
Operating Profit	-\$18,604.36	(11.6)%	-\$378.42	(0.2)%
Other Income				
Interest Income	\$142.57	0.1%	\$112.93	0.1%
Total Other Income	\$142.57	0.1%	\$112.93	0.1%
Other Expenses				
Provision for Long Service	\$0.00	0.0%	\$3,186.00	2.0%
Total Other Expenses	\$0.00	0.0%	\$3,186.00	2.0%
Net Profit/(Loss)	-\$18,461.79	(11.5)%	-\$3,451.49	(2.1)%

This report includes Year-End Adjustments.

Balance Sheet

As of February 2023

ABN: 38 619 032 565

Email: accounting@regfm.com.au

Assets		
Current Assets		
Cash On Hand		
Cheque Account	\$37,482.80	
Cash Drawer	\$100.00	
Mastercard Debit Account	\$225.04	
SQUARE Receipts	\$217.94	
Petty Cash	\$100.00	
Expense Imprest Account	\$983.16	
Total Cash On Hand		\$39,108.94
Accounts Receivable		\$28,032.10
Investments		
Fixed Interest Investments	\$75,309.91	
Long Service Leave Fund	\$18,044.04	
Total Investments		\$93,353.95
Total Current Assets		\$160,494.99
Property & Equipment		
Plant & Equipment		
Plant & Equipment	\$165,256.49	
Plant & Equipment Accum Dep	-\$105,822.68	
Total Plant & Equipment		\$59,433.81
Tower		
Tower	\$43,665.68	
Tower Accum Dep	-\$47,865.20	
Total Tower		-\$4,199.52
Furniture & Fixtures		
Furniture & Fixtures at Cost	\$1,722.73	
Total Furniture & Fixtures		\$1,722.73
Total Property & Equipment		\$56,957.02
Total Assets		\$217,452.01
Liabilities		
Current Liabilities		
Trade Creditors		\$2,488.20
GST Liabilities		
GST Collected	\$4,281.92	
GST Paid	-\$2,167.21	
Total GST Liabilities		\$2,114.71
Payroll Liabilities		
PAYG Withholding Payable	\$4,379.00	
Total Payroll Liabilities		\$4,379.00
Total Current Liabilities		\$8,981.91
Provision for Long Service		\$17,990.52
Total Liabilities		\$26,972.43
Net Assets		\$190,479.58
Equity		
Prior Year's Surplus/Deficit		\$26,703.88
Retained Earnings		\$179,633.18
Current Year Surplus/Deficit		-\$18,461.79

This report includes Year-End Adjustments.

Balance Sheet

As of February 2023

ABN: 38 619 032 565

Email: accounting@regfm.com.au

Historical Balancing	\$2,604.31
Total Equity	\$190,479.58

This report includes Year-End Adjustments.

REG FM BUDGET 2022 - 2023 - For period up to 28th February 2023 - REVISED!

	FEBRUARY				FEBRUARY Y.T.D.				JUNE				JUNE Y.T.D.			
	4		4		4		4		4		4		4		4	
	Last Yr Actual	This Year Actual	Feb'23 Budget	Y.T.D. Last Yr	Y.T.D. Actual	Y.T.D. Budget	Last Yr Actual	This Year Actual	Jun '23 Budget	Y.T.D. Last Yr	Y.T.D. Actual	Y.T.D. Budget	Last Yr Actual	This Year Actual	Jun '23 Budget	Y.T.D. Budget
Operating Income:																
Sponsors	21,554	24,856	18,321	160,025	159,313	159,313	18,927		17,981			253,899				245,209
Membership	9	36	0	1,336	673	673	55		0			1,500				767
Donations	40	0	0	205	324	324	0		0			515				324
Interest Revenue:	1	0	0	113	142	142	1		0			116				412
Total Income:	21,604	24,893	18,321	161,680	160,451	160,451	18,983		17,981			256,030				246,711
Operating Expenses:																
Accounting	0			0	0	0	0					0				0
ACMA	8,480	0	0	8,570	512	512	0		0			8,570				512
APRA	0	10,598	8,900	0	10,598	10,598	0		0			0				10,598
Audit Fees	0	0	0	500	500	500	0		0			500				500
CBAA	0	0	0	4,234	5,731	5,731	0		0			4,234				5,731
Bank Charges	7	1	9	34	53	53	13		9			59				89
Advertising	0	0	0	158	0	0	0					158				0
SQUARE Fees	0	0	0	0	3	3	0		0			0				3
Computer Expenses	195	151	150	1,498	1,367	1,367	319		190			3,130				2,127
Contract Services	263	506	310	1,618	1,672	1,672	473		310			2,891				2,726
Dues & Subscriptions	229	236	0	550	283	283	14		0			608				283
Donations Given	0	0	0	0	770	770	0		0			0				770
Equipment Rental Expense	0	0	0	0	30	30	0		0			0				30
Insurance	1,058	601	1,062	3,238	1,727	1,727	191		180			4,794				2,411
Internet	11	23	25	87	137	137	225		25			344				237
Legal & Accounting	681	536	536	5,609	4,584	4,584	605		536			8,259				6,832
License Fees	0	0	0	104	300	300	0		0			104				300
Maintenance	324	230	225	1,301	2,619	2,619	44		330			2,161				3,939
News Services	0	0	0	3,160	3,245	3,245	0		0			3,160				3,245
Meeting Expenses	0	0	0	96	957	957	0		0			96				957
Media Bookings	470	255	340	4,450	3,610	3,610	410		450			6,155				5,410
Office Supplies	139	148	200	636	784	784	332		250			1,037				1,034
Petty Cash	0	0	0	19	0	0	0		19			0				0

REG FM BUDGET 2022 - 2023 - For period up to 28th February 2023 - REVISED!

	4		4		4		4		4		
	FEBRUARY		FEBRUARY		FEBRUARY		JUNE		JUNE		
	Last Yr Actual	This Year Actual	Feb'23 Budget	Y.T.D. Last Yr	Y.T.D. Actual	Y.T.D. Budget	Last Yr Actual	This Year Actual	Jun '23 Budget	Y.T.D. Actual	Y.T.D. Budget
\$2,650.00											
Studio Supplies	58	135	240	1,404	3,530	3,530	133		240	2,469	4,490
Staff Amenities	82	0		335	270	270	0			439	270
Equip. Maint & Repairs	0	0	310	0	1,820	1,820	0		310	1,009	3,060
Superannuation	1,192	1,322	1,277	10,202	11,078	11,078	1,186		1,273	15,301	16,297
Wages & Salaries	11,920	12,589	12,157	103,492	106,994	106,994	11,899		12,128	154,800	156,695
Provision for Lve Loading	0	0		0	0	0	0		0	0	0
Other Employer Expenses	0	0		150	0	0	0			150	0
Workers Comp.	0	0	0	420	570	570	0		0	420	570
L.S.L. Expense	0	0	0	3,186	4,000	4,000	0		0	3,186	4,000
Postage & Shipping	151	139	0	168	247	247	0		0	168	287
Rent	0	0	0	104	0	0	0		0	104	0
Telephone	208	253	250	1,904	2,213	2,213	235		250	2,846	3,213
Transmitter Fees	0	0	0	6,448	7,071	7,071	0		0	6,448	7,071
Travel Expenses	0	91		0	91	91	73			73	91
Electricity (Thorpes Lne)	510	665	640	1,458	1,546	1,546	0		0	1,953	2,181
Total Cash Expenses	25,979	28,480	26,631	165,133	178,912	178,912	16,152		16,482	235,976	245,960
Profit/Loss	-4,375	-3,586	-8,310	-3,453	-18,461	-18,461	2,831		1,499	20,054	752
Depreciation Expense:							19,625		22,000	19,625	22,000
Net Profit/Loss:							-16,794		-20,501	429	-21,248

Wages, Super	13,911	13,402	172,992
Other GST Free Expenses	15	15	15
SS & Non GST Wages, Super	14,554	3,065	59,210
Asset Purchases	0	0	12,546
GST On Assets	0	0	1,255
Total GST Paid	1,441	442	7,084
GST On Expenses	1,441	442	5,829
% GST On Expenses	9.90%	14.40%	9.85%
NET Impact On Cashflow::			-\$6,332

**REG FM FORECAST OF NET CASHFLOW IMPACT OF 2023/2024 BUDGET
(RECURRENT EXPENDITURE ONLY)**

	2022/2023 Year (Current)		2023/2024 (Next)	Item No
Sponsorship Revenue:	\$245,209		\$245,209	1 (a,b)
Other Revenue:	\$1,503		\$4,221	2
Total Revenue:	\$246,712		\$249,430	3
Forecast \$ Expenditure @ EOFY	\$245,960		\$257,202	4
Plus: GST On Taxable Expenditure:	\$7,084		\$6,300	5
Net Outwards \$ Expenditure:	\$253,044		\$263,502	6
NET Impact On Cashflow:	-\$6,332		-\$14,072	7
		Sponsors Revenue Already Prepaid:	\$34,588	8
		Net Sponsors Revenue	\$210,621	9
Forecast Additional Sponsors Revenue if Rates Increase By:		7.00%	\$14,743	10a
		8.00%	\$16,850	10b
		9.00%	\$18,956	10c
Forecast Additional Sponsors Revenue if All Prepayments Renewed:		7.00%	\$17,165	11a
		8.00%	\$19,617	11b
		9.00%	\$22,069	11c

REG FM Explanatory Notes On Forecast Of Net Cashflow Impact Of 2023/2024 Budget

All expenditure figures for 2023/2024 are for Recurrent Expenditure ONLY. This means there is No Provision for 1 off Expense Items (For example Donations, First Aid Training etc) or Capital Items (Replacement of Assets, New Equipment Purchases etc). It is ASSUMED that these would be paid from either Capital Reserves (Our Fixed Interest Term Deposit Account) or new Grants Funding.

Explanation of what is included in the \$ Figures next to Item Number (Shown in red on attached Excel Report)

Item 1 (a) Assumes that Sponsorship Revenue for 2023/2024 will be the same as 2022/2023 and that

Item 1 (b): Estimate of Sponsorship Revenue for Remainder of this Financial Year (March to June) is based on 15% lower than same period last year. (Currently we are less than 1% lower!)

Item 2: Includes Memberships, Donations and Interest Revenue. Interest Revenue is calculated @ 3% on current value of our Fixed Term Deposits – recorded on their Maturity Date.

Item 3 Is the Combined Total of Items 1 and 2.

Item 4 Is the estimated Total \$ Value of all Recurrent Expenditure. Recurrent Expenditure means every Expense Item that is likely to be incurred on an ongoing basis. (Most Expense Items) The following assumptions are included:

- a. A 4% Increase in Wages due to National Wage Case due likely from 1st July, 2023
- b. Superannuation Payable increase from 10.5% to 11% from 1st July, 2023.
- c. A 10% Increase in Transmitter Tower Fees for Mount Taylor.
- d. An 8% Increase in APRA Fees compared to this year.
- e. A 30% Increase in Electricity Charges for Thorpes Lane.
- f. A 10% Increase in CBAA & News Services Charges.

Item 5: Estimate of GST Payable on all Taxable Expenditure. This amount is not an Expense however it is a Liability which we are required to Pay as part of our quarterly BAS Statement Payments to the ATO. (Note: Non-Taxable Items include Wages, Salaries, Transmitter Tower, Long Service Leave Expense and minor items like Stamp Duty and Non GST Items)

Item 6 Is the combination of Items 4 and Item 5.

Item 7 is the Net Difference of our Income Received (Item 3) and Our Combined Expenditure and Liability Items. (Items 4 & 5) – **See next page.**

Item 7 is the additional amount of Revenue we require if we do Not reduce spending or dip into our Fixed Interest Deposits.

Item 8 Represents Sponsor Revenue for 2023/2024 that has already been Pre-Paid – a few Sponsors Pay us up to 12 months in advance. I believe we cannot impose a Sponsors Rate Increase on Pre-Paid Accounts.

Item 9 Represents Item 1 LESS Item 8 (Sponsors Prepayments)

Okay, So Items 10a, 10b and 10c is the amount of additional Sponsorship Revenue we can expect if we increase our Sponsorship Rates be either 7.0% (Item 10a), 8.0% (Item 10b) or 9.0% (Item 10c) Note that a 7.0% Increase is the MINIMUM Rate increase to cover expenditure for the 2023/2024 Year.

Items 11a, 11b and 11c – Calculate the Additional Revenue we are likely to generate as per Items 10a, 10b and 10c but assumes that Sponsors who Prepaid this year will renew their Sponsorship next year at the new Sponsorship Rates.

Recommendation: It is sensible to try and ensure that any Sponsorship Rates Increase should put us in a position where we do not need to impose another increase in 12 months time. I also believe that an increase of 10% or more is likely to see some Sponsors to not renew their business with us.

I therefore recommend that REG FM increases our Sponsorship Rates by 9% - Effective from 1st May 2023.

(This will give Damian sufficient time to communicate with each of our Sponsors to advise and explain the changes.

Mike Richards.

Radio East Gippsland Inc Sponsorship Sales Report

Annex B to

REG Committee Minutes
14th Mar

Date prepared: 8th March 2023

February 2023 – Sales Figures

Invoicing | February 2023 \$27,341 (January 2023 \$19,610)

Payments | January 2023 \$24,270 (December 2022 \$18,683)

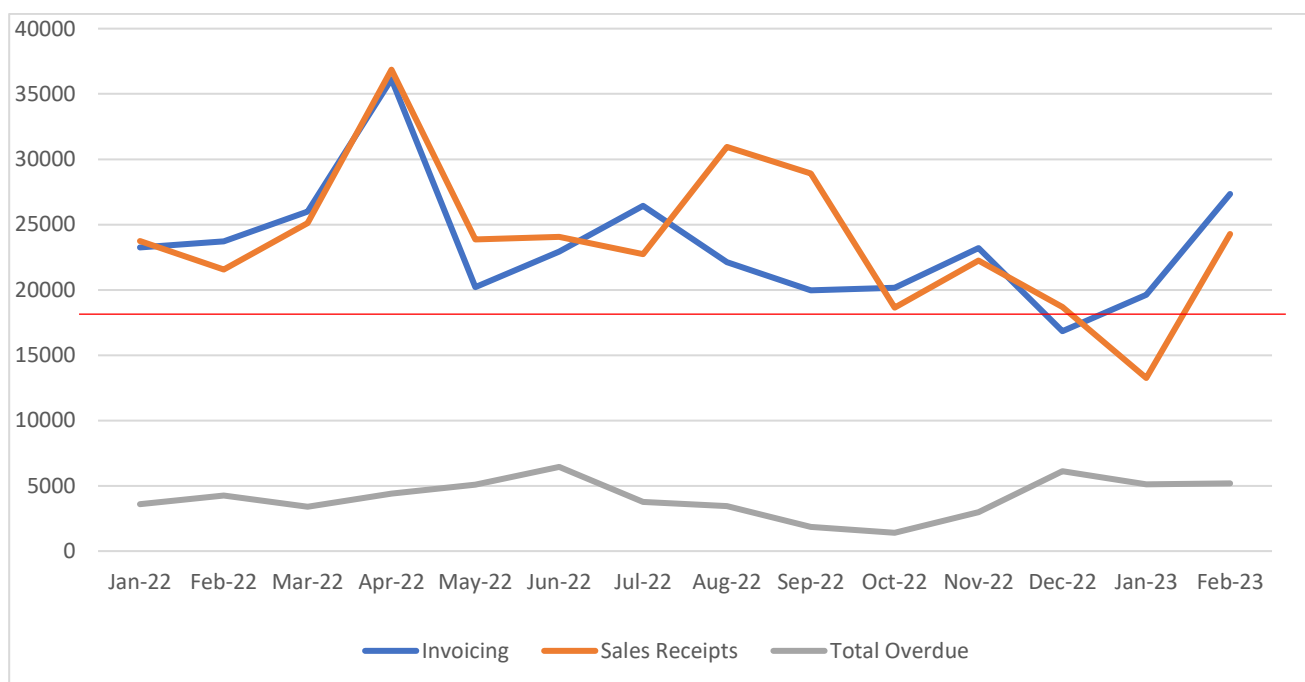
Overdue Accounts | As of 08.03.2023

31- 60	\$3145	
61 – 90	\$302	
90 Days +	\$1701	
Total Overdue	\$5,188	(February 2022 \$5,104)

Gross Figures

Monthly Summary:

Invoicing for February was above average, recording total revenue of \$27,341 for the month. January payments were \$24,270, with the overdue account balance sitting at \$5,188.



**Annex C to
REG Committee Meeting Minutes
14th March 2023**

Studio Co-ordinator Report March 2023.

- **Weather & Presenter read Community Service Announcements:** Changes made and implemented. Pre-recorded intros in Audio files and new paperwork in place.
- **East Gippsland Field Days:** Event plan created - site booked, personnel roster implemented and in progress and advertising collateral discussed and being planned.
- **Community Catch Ups to air:** Bairnsdale Lions Club, Bairnsdale View Club.

Deniese Morrison.