



## COMMITTEE MEETING MINUTES

(Tuesday, 14<sup>th</sup> May, 2024)

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

### 1. Attendance:

1.1. **Committee:** Peter Jones (President & Chair), Dee Overliese (Treasurer), Tim Jones, Sandra Davey (Secretary), Barbara Saunders (Bairnsdale Studio Rep), Wayne Stagg & Keith Rogers.

1.2. **Apologies :** Tony Francis, Pamela Mahlstedt

2. **Opening:** Meeting opened at 12.05pm.

3. **Adoption of Minutes of Previous Meetings – (09/04/24)**

**ACCEPTED**

3.1 **Business Arising from the Minutes of Previous Meetings:** None

### 4. Finance Reports:

4.1. **Financial Reports for April 2024**

**ACCEPTED**

4.2. **Sponsorship & Sales Report for April 2024**

**ACCEPTED**

4.3. **ATO Self Review Return**

4.4. **Business Arising from Finance Reports:**

4.4.1 **ATO Self Review Return:** REG FM to register with **my.gov** and follow through the registration of REG FM as a non-profit organisation. **ACTION:Dee/Peter**

4.4.2 **Sponsorship & Sales Report or April 2024:** The Committee agreed to the addition of information to the current Sponsor Chart identifying potential new clients.

**ACTION: Peter/Damian/Dee**

New fishing shows, sponsored by Gippsland Bait and Tackle are currently in the planning stage, to be pre-recorded for Saturday morning programs.

J.B. Coastal Foods to sponsor Thursdays Program, Yakkety Yak.

### 5. Correspondence:

5.1. **Inwards:** Lease Agreement Renewal Finalisation for 5 Thorpes Lane, Lakes Entrance

5.2. **Business Arising from Correspondence:** None

### 6. For Discussion:

6.1. **Governance:**

6.2. **Management:**

6.2.1 National Standards for Volunteer: Covered by CBAA: Pending Pamela's return.

6.2.2 Changes to Victoria's Work Cover Scheme: Pending Pamela's return from leave.

**ACTION: Pamela**

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.

6.3. **Membership Applications:** Member applications and renewals were approved by the Committee for: Simon Jordan, Mary Dowa, Andrew Foard, Peter McDiarmid.

**7. Operations.**

7.11 **Programming Sub-Committee Minutes:** Manfred's wife, Emmi joining the Committee with a view to taking on administration roles.

7.2 **Technical Support Sub-Committee:** Co-ordination of the Asset Register in progress.

7.3 **Radio Boss Training** sessions now scheduled for 20<sup>th</sup>, 21<sup>st</sup> and 22<sup>nd</sup> May.

7.4 **Facebook and Website Update:** Committee agreed to the potential outsourcing of these projects. Quotes to be sought to this end.

**ACTION: Peter/Sandra**

7.5 **REG FM Annual General Meeting, 2024: Sunday, 18<sup>th</sup> August at 2.00pm in the Bairnsdale Bowls Club.**

8. **Next Meeting:** 11<sup>th</sup> June at 12.00 noon in Room 9, The Hub.

9. **Close:** 1.45pm