

**Prince Edward County Radio Corporation**

**Annual General Meeting**

**31 January 2023 Hybrid remote access and in person**

Present (per Deb Hepburn: 29 in person, 14 on-line, 4 Proxies, of total membership 138.

1. Introduction by the chairman of the board, Jim JJ Johnston: We are in our eighth year of broadcasting.

The Annual General Meeting of the members of the corporation is the highest decision-making body of the Station. Thanks to Prince Edward Collegiate Institute for providing space. Attendance is a combination of in-person and online attendance. JJ gave instructions on how we will conduct the meeting, particularly voting. Our poll-master is Craig Elliott who will keep track of the votes.

We acknowledge that this land is the traditional territory of the Wendat and Anishinabi peoples, and acknowledge our neighbours in the Hodenishabe Kayenkeha:ka community of Tynindinaga.

We acknowledge special guests present Paul Massey and Mike Farrell, we salute the board members, and thank Pearl Hucul, Marian O'Neil, and Helen Morris for putting together the slide show, and thank Back Forty Productions for the music tonight.

2. Pearl Hucul moved to confirm and ratify the adequacy of the notice of this Annual General Meeting. Gillian Carson seconded, carried.

3. Henry Miller moved acceptance of the minutes of the Annual General Meeting on 12 January 2022. Doug Monk seconded, carried.

4. Phil Knox moved:

By authority of Bylaw 23, resolved that the number of directors be eleven.

Seconded Lynn Pickering. Carried.

5. Pearl Hucul resolved to elect directors for two years per the proposed slate as follows:

John Ferguson

Mike Harper

Phil Knox

Lynn Pickering

Astrid Young

Mark Despault

There were no nominations from the floor.

Seconded Cheryl McLellan, carried.

6. Jim JJ Johnston presented the Board Highlight Report, touching on our strategic plan objectives:

- Volunteer engagement, training, recruitment and retaining.
- Improvement of capital,
- Support county non-profits,
- Community emergency support, and
- Maintaining a strong financial position.

Ian Batt moved acceptance of the report, Pearl Hucul seconded, carried.

#### 7. Craig Mills, General Manager, Operations Report

This year we adapted to Covid by working remotely and maintaining safety in the studio, and we received financial support from the government. We received a grant from CRFC, the Local Journalism Initiative, which enabled us to hire staff, and we conducted much news training. This grant has just been renewed for another year.

The tower generator broke down completely and due to supply chain problems we were without backup transmitter power for months. Our backup transmitter is now installed. We believe Rogers has completed its work on the tower for the time being and we will have relief from power reductions. A team of volunteers assembled the two new soundproofed studios, the “Whisper Rooms,” and also a kitchen facility.

Some statistics: The station is powered by 108 volunteers. 60.98% of our revenue comes from advertising sales to 995 advertisers and the remainder from donations and grants. 60 musicians played for Radiothon.

We transmitted 5400 messages for non-profits, interviewed 28 of 34 candidates for council and all four mayoral candidates, and 45 business owners. Key persons from the community such as the mayor, the police detachment head, and health officials came to broadcast a number of times. Lynn Pickering has completed 422 editions of County Writes, County Reads.

Allison Kelly spoke fondly of James Barker and what he did for the station and other community organizations. He will be missed.

Phil Knox moved acceptance of the report, Gillian Carson seconded, carried.

#### 8. Treasurers report: Christine Winiarz Searle:

Wilkinson and Company LLP have done the audit and reported on the annual financial statements as well as prepared the CRA forms and provided us with advice on internal control and efficiency and an Audit Findings Report. We all work on this audit for half of each year.

Christine showed a financial summary of the latest five years, showing how we, thanks to our advertisers, donors, volunteers and staff, have reached a strong financial position. We have established emergency reserve funds and made an inventory of capital assets, and we have begun on a five-year capital budget.

Allison Kelly asked what plans we have for staff compensation. Craig replied that recently we added a benefits package and made some modest increases in pay.

Christine introduced Dan Guerrero CPA of Wilkinson & Company LLP who will present the financial statements for 2022.

Doug Monk moved acceptance of the Treasurer's Report. Allison Kelly seconded. Carried.

9 Auditors report and financial statements, Dan Guerrero CPA: Wilkinson have issued a qualified opinion, based on the understanding that there is no way to audit cash donations. This qualification is standard for non-profit organizations. Dan reviewed the financial statements and noted:

- Deferred (unearned) revenue and deferred grants awaiting our completion of the related projects.
- Volunteer contributions shown on page 10 are about 21,000 hours. Number of volunteers 108.

Ken Murray moved to accept the financial statements, Shelagh Mathers seconded, carried.

10. Gillian Carson moved to appoint Wilkinson and Company LLP our public accountants for this year. Ian Batt seconded. Carried.

11. John McLelland moved to end the meeting, Cheryl seconded, carried.