



**MINUTES OF THE WELLINGTON ACCESS BROADCASTING SOCIETY, INC.  
(TRADING AS WELLINGTON ACCESS RADIO)  
COUNCIL MEETING HELD ON  
WEDNESDAY 14 JULY 2021, 6.00 PM AT WELLINGTON ACCESS RADIO**

**1. Apologies:** There were no apologies

**Present:** Council Members - Fa'anu'u Anitere'a, John Saunders (Chair), Shahram Aryan, Dorai Gounder (Deputy Chair), Julie Lamb (Treasurer), Simon Howard, Eddie O'Strange. Staff - Kristen Paterson (Station Manager).

The minutes were recorded by John Saunders.

**2. Minutes of the last meeting**

**Council agreed that the minutes of the last Council meeting held on Wednesday 19 May as a true and accurate record of the meeting.**

**Moved: John**

**Seconded: Fa'anu'u**

**Carried**

*Matters Arising from the Minutes*

There no matters arising.

**3. Station Manager's Report**

Kristen tabled her Station Manager's report.

*In summary:*

**Programming**

- *New shows* - Gateway student Liam - Welly Deep – Youth, Rāroa Radio – Youth and Iranz Ava (rebroadcast from Planet FM) Persian show.
- *One off series* - Samoan Language Week - 45 hours, Frankly Podcast - 30 mins, NZ Society of Authors - 3 hours all up and Mahi - 30 mins.
- *Departing programmes*- Ko e Kelesi Ma'au.
- *Programmes in training/starting soon* - Mental Health show with Matt Jenkins, Otago University, Sepanj-gah (Persian language), Te Rina - feminist show, National Council of Women NZ - Get Woke Wellington, Family Planning - Not the Sex Talk,

International Muslim Association of NZ – Tahir, PSA podcast - Our People Matter, Lakbay Pinoy - Filipino show and Anofale Faatupu Ola - Antenatal/postnatal support.

### **Covid 19 lockdown level in Wellington**

The station was closed to all programme makers between Wednesday 23 to Tuesday 29, June.

### **Wellington Airport Regional Community Awards**

Wellington Access Radio was a finalist in the Arts and Culture category.

### **Volunteering Awards**

Due to Covid 19 level lockdown, the awards were delayed.

### **World Refugee Day**

Programme maker Voice of Aroha was part of the World Refugee Day Festival collective that organised the first-ever World Refugee Day Festival in Wellington to honour the resilience of refugees and former refugees around the globe and here in Aotearoa. The event took place on 20 June. Staff from Wellington Access Radio attended.

### **Book launch**

Staff attended the official book launch for *Sharing the Mic: Community Access Radio in Aotearoa New Zealand* at Unity Books on June 16.

### **NZ on Air Annual Funding**

The annual contract has been initiated.

### **Newsletter and survey**

Due to the Covid 19 level lockdown, the June newsletter was not sent out. The necessity to switch to emergency communications was required. A newsletter will be sent in July with a survey about values to be added to the strategic plan.

### **National Emergency Management Agency (NEMA)**

NEMA and Wellington Region Emergency Management Office (WREMO) plan to hold a Wellington Public Information Manager and Radio Media Forum on 2 August. Wellington Access Radio staff have been invited to attend. The purpose of the forum is to talk about how Civil Defence Emergency Management public information managers and media can work together to ensure life, health, safety messages are broadcast across the region.

## **Public Media Consultation**

Ministry for Culture and Heritage is undertaking the first stage of the Strong Public Media programme (a piece of work to determine how best to evolve public media in Aotearoa New Zealand). The first stage will frame the characteristics of a sustainable new public media entity that enables New Zealanders to access local content and news that they value and trust, in a way that suits them. The CAMA Chair and Coordinator have been invited to provide input from the CAMA sector.

## **CAMA Hui**

Kristen and Esther will be attending a CAMA Hui in Palmerston North in September. The Hui will focus on Te Tiriti o Waitangi, honouring Te Tiriti, and embedding guiding principles in our Access Media organisations.

## **Memberships**

Invoices for Society members have been sent out. The membership list will be compiled for signoff at the Council meeting before the AGM.

## **AGM/WABSI Council**

The announcement of the AGM and call for nominations will be publicized in the next issue of the Wellington Access Radio newsletter, the CNW newsletter, and Volunteer Wellington.

## **Technical/Operational**

There have been technical issues with the audio logger and now resolved. The podcast space allotment has increased to 70-Gigs on the Accessmedia.nz online portal. Kordia will notify the station shortly about a price increase for transmitter power.

## **Financial reviewer**

Dent and Heath, the new financial reviewer, is confirmed. WABSI members were notified recently in a Wellington Access Radio newsletter.

## *Matters Arising from the Station Manager's Report*

There were no matters arising.

<b>Call of Action: John to follow up with some urgency the status of the Station credit card request.</b>
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#### 4. Financial Report

The period ending May 2021 financial report was tabled by Julie.

*In summary:*

The total revenue is at 90-percent of the current budget. Programme makers fees suffered from both Covid 19 lockdowns and the data hack and will lag until year-end June. The counter to this is advertising – which is well over budget because of government spending on the Covid 19 awareness announcements. There has been no grant funding received from Lotteries this year.

Total expenditure is at 96-percent of budget. The items of note – computer expenses are over budget due to the data hack; General Expenses are high – as a percent, but the amounts are not material. There may be some coding adjustments to this category; the Business Insurance has is paid; the License Fees are paid unevenly through the year; Repairs and Maintenance costs are subject to timing.

The data hack issue. There will be a more detailed report on the cost of the data hack at the end of the year report.

As Wellington Access Radio nears the financial end of the year, it is in good financial health with \$97.8k in the bank accounts and a year to date surplus of \$21.9k against an estimated annual surplus of \$17.3k.

*Matters Arising from the Financial Report*

No matters arising.

**Motion: That the financial report be received as a true and accurate record as at 31 May.**

**Moved: Julie**

**Seconded: Eddie**

**Carried**

#### 5. Sub-committee Reports

##### *a) Health and Safety*

There were no new hazards nor accidents to report.

##### *b) 40<sup>th</sup> Birthday Party Planning (Programme makers and Membership)*

The events subcommittee had met to plan the 40th birthday party event. The Council agreed in principle for ongoing preparations for the event. However, for the event to be held, it will be subject to Covid 19 level lockdowns.

c) *Rules sub-committee*

An updated rules draft paper is being finalised and will be presented at the next Council meeting.

**6. General Business**

There was general discussion looking at various topics – 2021/22 Strategic Plan status, plans leading up to the 2021 AGM, Members' term on the Council and the Nui FM/531PI studio lease status update.

Meeting formally closed at 7.20pm.

The next meeting of the Council is scheduled for Wednesday 25 August 2021.