

Minutes of the Board of Midlothian Community Media Association of Emergency Meeting to discuss Covid 19 held on Monday 23 March 2020 held via Google Hang-Out @ 7.00pm. Present: Steven Horsburgh (SH), Addie Thomson (AT), Carrie Campbell (CC), Kim Thomson (KT), Gordon Clayton (GC), Chris Mackrell (CM), Bob Miller (BM), David Aird (DA), Tony Conlin (TC)

Board Meeting to discuss steps to take with regard Covid 19 virus and advice given by Government.

Confirmed if station to stay open do we know that all equipment and surfaces are being thoroughly cleaned. including the rest of the building; eg toilet facilities.

Should we remove all risk and close station to all members

SH contacted Graham Rigby to contact advertisers to pause the adverts they have with us.

Board made decision to close station at 4pm on Tuesday 24 March; unless announcement by Government this evening puts the country into lockdown when the station will close at 10pm tonight.

SH and CM will meet at station later in week, observing social distancing rules, and clean studio; remove keys etc.

Presenters can do recordings of shows and CM will upload. Ofcom requires us to put out 8 hours per day of locally produced programming.

CM has contacted Ofcom with hours from last 2 weeks; already have presenters not able/willing to come in to present programmes.

Presenters can use Audacity to produce shows from home - shows should be in 58 minute segments finishing with music.

SH has file with jingles to pass to presenters.

KT to put announcement on Facebook page following the Government announcement to confirm if station closes Monday @ 10pm or Tuesday @ 4pm

DA left meeting

CM will speak with Aydan to have an announcement put on web site.

Meeting Closed