

Midlothian Community Media Association

Minutes of the Board meeting held on Tuesday 4th October 2016 @ 7pm in Newbattle CLC.

Apologies: Bob Miller

Present: S Horsburgh (SH) D. Aird (DA) C. Mackrell (CM) C. Campbell (CC via facetime from 7.15pm) & G. Clayton (GC)

Minutes of meetings held on 27th July and 31st August—Approved by those present at the meetings

Prior to Carrie joining the meeting, there was a discussion on advertising and the inability of volunteers sustaining this side of the operation. It was agreed that getting Christmas advertising and Christmas messages was desirable. As the meeting with Lesley Kelly of MVA on funding had proved we have or about to try the limited grants that are likely to be available to MCMA . Lesley was willing to give advice when asked so perhaps we should concentrate on getting an advertising person from the OFCOM community radio fund. It was proposed we try to get a quotation for a media pack as this cost of this could be part of the application. ---CM/SH to meet with Malcolm Jack

Business arising: J Fregin had declined to join Board partly as he did not want to have a training role but generally felt that it was not for him at this time. Bob had spoken to Addie re a role but he wished a face to face meeting with the chairperson before taking this further. Concern that the Facebook work page had been used to raise an issue with members that had already been dealt with by the Board. The 3 roles discussed previously- details to be posted on wall

(Carrie joined on Facetime)

Police---Interview on Lock Down Campaign and short snappy crime prevention messages submitted.

CM to load into library and presenters will be encouraged to use.

Gift to hostess of transmitter----SH/CC this Sunday

Annual Accounts on BDFM web-site-----CM will load plus approved minutes of board meetings

Fund-raising: Country Music on hold: Football Dropped----Noted Addie offering to organise a Quiz night if supported by Board. Agreed to support on his terms as long as venue is in Midlothian, preferably before Christmas season and hope a reasonable amount raised.

GC to give Addie the green light

Celebration Fund- Application submitted, follow-up enquiry but outcome unknown-no point planning until we know if funds will be available. 'Advised' that not charging for entry might help application (buckets at door for donations to the Association might be an idea)

Licence & Key Commitments: Letter from OFCOM stating new lower list of commitments to be met.

Involvement of young people might be an area to keep in mind. Newbattle Drop-in have volunteered a survey of listener habits and views. Would not be scientific but could be useful to

give additional information and it's involving teenagers apart from the small group of presenters in that age-group.

Grants: Small Projects lodged- policies in place to comply with conditions

Robertson Trust in draft 3 years x £3k to match Council application

Aviva/Scottish Community Foundation-----Request equipment----UPS package around £1K plus anything else up to £2K

Alternative to aerial links to transmitter (requiring licence) Restore/update portable Unit est. £700

CM would get quotes and liaise with CC

Request to Persimmon's Community Champion Fund---no feedback unless successful

Community Radio Fund: Request Advertising freelance-----Consider a rolling 3 month contract with a freelancer who would work independently and not be involved in presenting on radio.

Finance: Balance around £4200 and cash flow is looking good until the new financial year (assuming no disasters). Donations small and not many - Need to thank Stepping Stones—Push Easy Giving prior to Christmas.

Jingle so listeners can be encouraged to join in GC will raise with Geoff

Scheduling: 10pm- Midnight is the only obvious gap on a few evenings. New volunteers on horizon including Alan Thomson (former Midlothian School's radio person who also did our course a couple of years ago. SH to respond to Ryan Mackay and consider Jamie Shields. CM still having to collect discs and load sustainer for Sunday programmes. His work and effort on this was appreciated but CM pointed out he would be abroad between 29th Oct and 11th Nov. Presenters would have to forward plan for this period .(deadline 26th oct) The long-term solution may be using Google drive

Advertising: In addition to discussion earlier SH to approach a presenter's brother re Christmas campaign

Equipment: Number of small problems with production pc and desk. Ticket to Clyde

CC to repay CM for Microphone etc.

Aerial Man had visited and apart from upsetting the centre coordinator confirmed that the CCTV needs new cameras- Quote to follow-disappointment if that was all provided in kind for adverts.

Volunteer Induction: GC feeling a bit under pressure with new recruits and how to cope with under 18's with so few 'Youth Tutors' cleared to work with young people. Getting a suitable person as a trainer would be helpful.

AOCB: DA asked when the Birthday Celebration if funded would take place----29th March to early May would be the 'window' which includes school holidays.

Napier University: Unable to fulfil their offer short-term but 2 individual students may step up to the plate. An audio Scottish/Lothian News for broadcasting on Drive time would be ideal but GC will continue talking to the students.

Date of Next meeting After CM's return-----mid-November

Agreed that CC and GC would have delegated powers to submit grant applications.

Drafts would be loaded to Google Drive and other board members could comment with a 48 hr turn around