

Minutes of the Board of Midlothian Community Media Association held on Thursday 27 September 2018 held in Newbattle Community Learning Centre @ 7.00pm. Present: Carrie Campbell(CC), Chris Mackrell (CM), Addie Thomson (AT), Gordon Clayton (GC), Matthew Ronaldson (MR), Kim Thomson (KT), David Aird (DA) - joined via Hangout Link

1. Apologies: Bob Miller (BM), Steve Horsburgh (SH)
2. Chair taken by Carrie Campbell
3. Minutes of previous meeting held on 23 August: Approved on the proposal of AT seconded by GC.
4. Business Arising:
  - a. Extension Application to Ofcom has been submitted and received by Ofcom.
  - b. New TX Site - update - MMU sent to Company; no fault found. Antenna sent back and Company suggested we replace with new one after not being able to find the fault. Received offers to independently test Antenna if Company do not do further tests. Received confirmation we can use Antenna currently in use at Community Centre without further applications to Ofcom
  - c. Small Scale DAB Consultation - Note of interest has been submitted; 2 transmitter site - Medical Centre and Halkerston with potential for a third (Penicuik; Crystal FM)
5. Fundraisers: Quiz Night arranged for 28 September - AT raised subject of lack of response from members with regard to taking posters to local areas. CC suggested we use more structured method - eg as Bruno does for Gala days. Better control of who is doing what. Asda Straiton - bag packing - 20 October - 12 til 4. KT and AT will step up facebook posts to get more volunteers. Agreed better if members could bring children. 7 volunteers so far. Gorebridge Development Trust/BDFM joint Xmas quiz night - suggested by Russel Aitken after Bruno informed us of thanks from GDT for including their events in Community News. **KT** to contact Bruno to take suggestion forward.  
Easy fundraising - post on work page to remind members. **CM** to contact Geoff Ruderham for Ads to play on air.  
AVIVA - closing date for applications 9 October; use for gazebo. **CC** to submit application; will come back to Board if required.
6. Grant Applications
  - a. Asda Foundation Grant - Form has part which asks about involvement of Asda Community Champion - **AT** will speak with Fabiano Furlan.  
Suggested use of grant - New PA equipment; amp, speakers, wireless mikes
  - b. Midlothian Council Grant - application for £2000 per year for 3 years.  
**CC** to complete figures and form to be submitted by 14 October 2018.
7. Ofcom Compliance Workshop - GC and DA attended. Agreed it was good to be seen at the workshop. Thanks to both for attending.
8. Handover Book - agreed to introduce handover book as interim measure until CCTV is installed. Members will enter date and time with their name along with the name of the person they are taking over from and then enter comments. Purpose of book is to prevent damage of equipment and dirty cups/rubbish being left in Station. **KT** to arrange for book to be in Station and a post put on work page with reminder to members they should only be using BDFM and toilet facilities in the centre.

9. Members Conduct - Board raised issue of presenters not trying to arrange cover for shows or giving sufficient notice when not able to attend. Instances where presenters 'just don't turn up'. **CC** will update **SH** with concerns. Suggestion of audit of shows for attendance and content.

10. Advertising Update - Gained Meadowfield Garage for a further 12 months; Aerial Man - new contract.

Have clients on board for set programmes, essential that we have presenters for these shows.

Social Security Scotland - Carers Allowance Supplement - agreed no charge for providing announcements on air while receiving grants.

11. Events - require new co-ordinator for 2019. Suggested new co-ordinator could give more information on what members could assist with.

Income from events - increase the amount we request and have two levels of amount; lower amount for significant inclusion in advertising.

Midlothian Science Festival - given 6 dates to cover from 6 to 20 October. Agreed we would not cover 20 October due to Asda bag packing same day. Post on work page for volunteers then Bruno to ask for more details.

12. Update members with details of Board Members- who to go to with what etc. **CM** agreed to update details in Station.

#### AOCB

1. Text Service - **CM** looking into different services; price etc. Message Hero - no charge for incoming texts for charities.

2. Links with Napier University - **GC** forwarding recording of Weekend Works show with Ed Witkowski.

Lecturer holding focus group aimed at 'listeners of radio to gauge their opinions on local news on radio in general'

3. Newbattle High School - running boards available to advertise eg daytime running schedule, upcoming events. **CM** will contact David Wilson to design template for advertising boards. BDFM to work with BDFM member Alan Thomson and Mark from Newbattle High School.

4. Heart of the Matter team going to London 16 October for Jerusalem Awards - Good luck to the team.

5. Congratulations to Bill Prentice for winning the bronze award in Sage Person of the Year at Community Radio Awards 2018

6. DA confirmed Kevin from the Advertiser will come along and take photographs when Bill is able. Napier University -

7. Webstream to be renewed; Iccast, existing local company more convenient, **CM** looking into other options.

Next meeting 25 October 2018