

Minutes of the meeting of the Board of Directors of Midlothian Community media Association held online on Thursday 13 October 2022

Present: Steven Horsburgh (SH); Addie Thomson (AT); Kim Thomson (KT); Gordon Clayton (GC); Tony Conlin(TC); Chris Mackrell (CM); Alan Thomson (AlanT); Russell Aitken (RA)

Apologies Bob Miller

Minutes of meeting 30 August 2022; Motion to approve moved by GC seconded by AlanT

Finance Update

Current bank balance £13768.29

Council Grant application. CC shared application with the Board and GC forwarded some amendments/inclusions to CC. RA raised we have members with physical disabilities and CC confirmed we would highlight the accessibility to the station.

[Geoff Ruderham](#) had keys cut for site at Halkerston after Council confirmed this was ok. CC will refund £30 charge.

After issues with the news not playing, CC checked for invoice for the service. Not received latest invoice so CC contacted Company to have this provided so we could make payment

Technical Update

Telephone line going via main phone system. Teething problems but appear to be ok now.

BT invoice will show all lines for the next quarter but following invoices will be only one line and therefore cheaper.

Had some SKY News faults - not playing or very quiet. Fault is caused by the receiver in the hub. CM confirmed Sky dish is rusty so has contacted Aerial Man to have this replaced. New Sky Box has also been received.

Live From Home had some issues - drops in connections and backup MP3 not working as it should.

Transmitter at Medical Centre requires to be rebooted. Only have access Monday to Friday during Centre opening hours.

Desk repair - work outlined in minutes from 30 August 2022 will start soon. CM was on holiday and therefore unable to make a start.

News Writing Workshop

AlanT confirmed it was not a great turnout with 6 people attending each workshop, however all attendees were fully engaged and they went very well. RA confirmed he was at both and although missed the first hour of each due to being on air he found them to be very useful.

AGM

Announcement to be 21 clear days before AGM. KT to contact Jill Marsh at Community Centre to book largest room and cafeteria and let CM know so announcement can be made. SH confirmed we will have Sum Up machine to take payment of membership fee for new year.

On Air Incident

Presenter left mic open and used 'mild' swear word while talking on the telephone. Board agreed that a warning was appropriate but to make presenter aware that we would expect to be informed as soon as was reasonably possible.

Brief discussion about how to make all volunteers aware that they must make the board aware via chairman or concerns email address. Confirmed this should be added to the Volunteer agreement.

Schedule Update

SH confirmed the online version of the schedule is more useful to him while he covers this task for AT. Also showing on Bulletin Board.

Better coverage of programs now, less occurrences of 'no shows'. TC and Ian Hunter covering The Drive Home. RA confirmed Ian Hunter willing to cover more programmes if required.

BBC News Partnership - withdraw

GC raised - BBC were giving us access to local democracy reporters. GC and AlanT confirmed not useful as don't have access to radio content. CM advised he had been part of a group trying to get local Scottish news however nothing came from this.

Presenters for Volunteer Awards June 2023

Magda Clarke from Volunteer Bureau advised GC - Looking for volunteers to compere at Radio Forth awards. SH and CC have details for someone to pass on

Christmas Messages from local Companies

Board agreed to go ahead with this. Donation of £25 for each message. SH will show RA how to operate card payment machine to receive payment.

Xmas music to be available from w/c 5 December - exact date TBC.

Discounted January advertising campaign - SH will discuss with Graeme Rigby

RA - suggested program to give advice on saving money (with cost of living rise). Board discussed and confirmed excellent idea but would work better as small segments to be played out during normal programs. Suggested listeners could call in with ideas and record to be played out.

TC - contacted by Derek Milligan to ask if BDFM would cover Bonnyrigg Christmas light switch on . Board happy for us to do this. £100 Donation to cover this. TC will go back to Derek to ensure we know their requirements and advise Brunoj to add to list of events.

TC still working with Jill Bunyan - MVA and will update Board with any updates.

Pre AGM Meeting

Tuesday 1 November @ 7.30pm