

Minutes of the meeting of the Board of Directors of Midlothian Community Media Association

Held on Thursday 1<sup>st</sup> December 2016.

Present: Bob Miller (RM) Steven Horsburgh (SH) Carrie Campbell (CC) Chris Mackrell (CM) Gordon Clayton (GC)

Apologies for Absence: David Aird

Minutes of the meeting of 4<sup>th</sup> October-Approved as a correct record-CC & SH

Business arising:

- a) Gifts----Agreed to double the size of the gift to cover 2 years
- b) Police had recorded an interview for Community Works—Plan to upgrade the messages provided by the Police. Ideally extend the one liners and shorten the Community Safety messages.
- c) Quiz-£440 raised----Thanks to Addie, Craig and Chris for their efforts
- d) Easygiving---CM to add Music
- e) Accounts Upload-Adjustment needed to take such a large file

Lead Roles: Only one applicant for the 3 roles which was disappointing. Rachel was interested in the promotions role but would need to coordinate a team to carry out the tasks outlined. It was decided to invite Rachel to outline her plans at a future Board meeting.

Advertising: no Christmas Advertising as yet. Russell has offered to get festive greetings messages and has been given guidelines. GC had been contacted by 3 non-commercial sources and they remained a possibility. Contact details to be retained so the advertising rate card can be sent in the New Year. SH will do the production on the messages submitted. Aerial Man in-kind advert now finished. Quotation of £400 for parts & Labour----RM to ask owner to exchange advertising for the labour element.

Grants: Only positive response was Aviva where votes cast took MCMA into finals. Due diligence forms to be completed by CC & CM. Council decision awaited and Community Radio fund in January.

A donation from a church could be a bonus as a result of a contact of RM putting MCMA forward as a good cause

Robertson Trust, Lottery Celebration Fund and Persimmon- all rejected----As Persimmon has monthly Champions an application for a piece of equipment could be made in a couple of months (CC)

Local News: RM had responded to the comments received from a listener. It was decided not to introduce programme formats as the level of time for preparation was variable. However local news is still an important part of our remit.

Membership: Anyone who resigns or does not renew membership will be required to apply to the board for reinstatement.

Interference: Evidence of unlicensed broadcasting from a local house. As OFCOM seemed uninterested in a complaint. RM to write asking for action as we pay dearly for licences and are restricted in the power of our transmission.

OFCOM are conducting a review examining the restrictions on community radio station.

A survey needs completed just before Christmas and it was agreed that CM would start the process with GC & RM contributing. Estimated cost of £2k for a 200 w system but we would benefit by being able to reach more people in East Central Midlothian.

Radio Response were a group seeking funding for a system of measuring audience figures for community radio stations and would be competing for funds from the Community Radio Fund.

It was agreed to get involved with advertising Uber taxis (Commission on people using a voucher)

Logo on Car Radios: CM to follow-up

Scheduling: Fri 6-8 to go to Barrie Wilkins. SH to ask him to take some young people under his wing

RM would contact VDS (Scotland) re PVG checks for our Youth Workers

Seasonal schedules to go on wall to allow presenters to opt or out

Pre-records should be sent to CM for both Sundays. Hope that Hogmanay Schedule will be as in previous years. An approach had been made to have Barry Dickson on air on Christmas Eve with a show sponsored by Tesco. GC said that Community Works would stand down for a sponsored programme and SH was clarify the situation with Geoff Ruder ham re times and cash

Lone Worker Policy: Onus on individuals to put arrangements in place. Policy to be circulated (GC)

Protocols: Playlist to be created (RM) and uploaded by (CM) for use when nation in mourning.

BBC to be source of the facts. Presenters not to comment and if mourning likely to go beyond one day then IRN feed may be available.

AOCB: Diamondintheraw want to do business-RM to await more detail

Studio refurb after lay out changed-CM when time allows

Request for hydraulic desk-----IKEA might supply hopefully for free

Mayfield Lights 4th----Local Councillor will donate £30 personally. In a conversation with the chair she mentioned the mining museum as a possible location for the studio. A brief discussion took place on the Cockpen Nursery and whether Tyne -Esk leader money might be available. Lack of revenue might prove the stumbling block to any move.

Dalkeith Lights -10<sup>th</sup> Dec

Instaprint seem best value for flyers

CM to get cheque to purchase merchandise

Date of next meeting: Thursday 12<sup>th</sup> or 19<sup>th</sup> January 2017@ 7pm (Doodle to confirm)

Rachel Male to be invited 8pm