



Midlothian Community Media Association,
Newbattle Community Learning Centre
67 Gardiner Place
Newtongrange,
Midlothian.
EH22 4RT
Black Diamond 107.8 FM
Email - secretary@blackdiamondfm.com



Minutes of Board of Management Meeting, January 10th 2013
Held in Newbattle Community Learning Centre, 7.30PM.

**Present :- John Ritchie (JR), Jim Ritchie (JSR), Gordon Clayton(GC), Laurence Reid(LR)
)Brian John Smith(BJ),D. Aird(DA) Chris Mackrell (CM), Bob Wood (RW)**

1. Apologies: - Caroline Crawford (CC), Steven Horsburgh (SH)

2. Minutes of 11/11/2012 Approved as correct record proposed by BJ Seconded by JSR

3. MATTERS ARISING from MINUTES

- a) **Cleaning still an issue-concern that warnings about food in the studio going unheeded- Zero tolerance agreed! Cleaning schedule to be drawn up and vacuum cleaner to be available –CM & JR**
- b) **Keys- Last presenter of day has to return leys to Janet Murray**
- c) **Desk : Original still to return from Clyde once refurbished**
- d) **B.T. Package-2 Broadband lines installed-New costs not advised by B.T.-CM to let JR have details of small business support line based in Livingston.**
- e) **Sale of records-part sale raised £150 which covered hamper to the people hosting the transmitter & Hogmanay volunteer's night. JSR has contact that may buy what's left. Box belongs to JR.**
- f) **Work Experience: After discussion it was agreed that MCMA should not offer placements meantime. An evening training course could be offered in Newbattle with a mix of theory & Practice. GC offered to present the theory but would prefer someone to help with practical use of the portable desk.**

**4. Advertising: Due to problems of late payments, it was agreed that all Advertisements had to be paid for in advance. BJ proposed that the he tries to get a few 'big' adverts generating reasonable income rather than a proliferation of small adverts causing a lot of extra work---Agreed
JR had agreed that Marie Cancer advert to be carried F.O.C.**

**5. Promotions: JSR noted that the schedule was absent from local paper-JR undertook to contact Editor.
After discussion, it was agreed that subject to volunteers coming forward that we should have a presence at galas and other community events to raise our profile and get feedback from our listeners.
Cost of materials such as car stickers, badges to be obtained by CM. It was agreed that we do not want to be involved in running the 'stage' at these events. Proposed that contact '@Town Crier' for an article to promote station (BJ) There was the possibility of a greater profile for Penrose the Bear on publicity/website.**

6, Systems and Office Equipment: John Handler coming over to assist with updating systems under the usual arrangements to cover his travel. CM will also work on the office PC's. Work had been undertaken to allow use of WiFi by presenters without security risk to our main systems. Web-site improvements pending and presenter Biog's required. Jim Aird taking photographs for the website. Printer being serviced on11th Jan and spare cartridges filled...

7 **Scheduling:** CC was still in charge with Geoff's help but JR asked the Board to think about who could take this on to alleviate pressure on CC. There was a suggestion that What's New team might benefit with a connection with Penicuik HS. BJ to liaise with RW & CM. It was proposed that guidelines be prepared for the Breakfast and Drivetime Shows in order that listeners would know when to expect news, weather travel etc. Speech output was probably close to targets thanks to a number of programmes being almost entirely speech or include interviews etc. The Sports programmes were fulfilling that role and BDFM seemed to have a unique role in Junior Football.

8 **Financial Position:** CC had sent her apologies and will update Board at next meeting. JR thought that the OSCR return due on 31/12/12 had been sent. JR reiterated his view that the Accounts acceptable to all other bodies should be sufficient for the OSCR return.

Revenue Grant forms available soon for return in early Feb. this grant is central to our core income and LR made the Board aware of the difficulties the Council face.

9. **Developments in 2013**

An openness to working with other stations. JR spoke about the SCBN and the opportunities for the sector in Scotland. It was hoped that BDFM would work with Crystal FM if it was to progress. It was felt that BDFM should not either hinder or help at this stage as we had to look after our own interests first.

GC had asked LR to find out details of the height of the New Lasswade HS taking into account the position of Bonnyrigg in Midlothian. While it would improve the signal to the West including Penicuik there could be a negative effect elsewhere. It was agreed that initially CM would pass the information to Geoff Ruderham and inform the Board of the outcome of their discussion.

10. **Consultation on the New Newbattle Community HS** was taking place at 3 venues next week. The location and size of the HS and the range of community facilities that may be provided will have an impact on the Community/leisure provision in the catchment area. Closures are a possibility and the Newbattle Centre could be affected. Board members and presenters should attend the consultation workshops to ensure the Council knows that community provision has to be at neighbourhood level.

11. **AOCB:** Steve Horseburgh is still to be registered as a Director with Companies House. JR will raise with SH.

12. **Next Meeting – Thursday 14h February 2013 @ 7.30pm. @ Newbattle Community Learning Centre**

Midlothian Community Media Association is a Company Limited by Guarantee

Registered in Scotland, number SC297977. VAT Number 902 7470 38.

Recognised by the Inland Revenue as a Scottish Charity, Number SC036762

Registered Office: Newbattle Community Learning Centre 67 Gardiner Place Newtongrange, Midlothian.EH22 4RT.