

Minutes of the meeting of the Board of Midlothian Community Media Association held on Monday 19th of January 2015.

PRESENT: N Dunk (ND) chair, Bob Miller (RM) D Aird (DA) S Horsburgh (SH) C Mackrell (CM) & Gordon Clayton (GC)

1. Apologies for absence: Caroline Crawford(CC)
2. Minutes of Previous Meeting Approved ---proposed RM seconded ND

3. Business arising: a)Transmitter location change approved by Ofcom,

b) Sustran: Plans at early stage- RM will suggest that they send someone out for a wed pm meeting @3.15pm- GC to attend

c) ND had written to the persons requesting to re-join the Association

4. Lengthy discussion on engaging someone on commission basis to secure advertising.

Agreed in principle—ND to enter further negotiations with the person

Points agreed-----the person should be an agency and not an employee

Responsible for the administration---can be a volunteer but not a member

Existing advertisers would be outside the agreement. Commission on top of our reasonable rates might be the way ahead and up to the agent to decide what % would apply but give ND flexibility to take this forward

SH to contact Gordon @ Cupar Ford re 2015 ads.

5. Grants: Mid Council grant accepted-CISWO meet early February and Morrison not worth pursuing. Tesco Charity to be followed up.

6. Insurance: Indemnity Policy taken out. Guest waiver to be implemented through a new guest register and investigate best way for telephone regulars to agree to conditions

7. Equipment to be purchased to a cost of £2700 approx. CM will try to get best price

MPU unit, Software and PC's upgraded –proposed RM seconded ND

Thanks to CM and his Dad for safely disposing of old computer equipment

8. New Male presenters recruited and trained and now ready to fill gaps in schedule.

Mon & Fri Drive still a problem- Schedules-present and future in studio on wall---online discontinued as it was not being used. Thanks to SH for this progress

9. Training—just the on –the –job provided by SH and others.

10. Finance- Balance in region of £8600 but treasurer not available at this meeting.

ND explained that CC would be stepping back from her previous heavy involvement but would continue in her role as treasurer.

11. No interest in joining the Board at this moment. A list of roles in the Association to go on wall of the office.

12. Presenters Meeting: Agreed as Sat 28th Feb at 10am for about 1 hr

Events Team, Guest Book and items from the volunteers would be the basis

13. Planning for promotional Events----CM & RM to liaise on Banners- Events-raise at Presenters' meeting. Advertising on Buses to be investigated—Perryman's, Lothian,

Try to re-establish link with Advertiser by a press release on new presenters + Bill Prentice forthcoming 92nd Birthday on 16th Feb. CM/RM. SH to contact STV Edinburgh regarding Bill's Birthday

14. AOCB---- Combined Broadcast Agreement and membership form to be used and go on desktop (CM). As we did 2 years ago, members will be invited to re-join the association and sign the updated forms by the end of March. Only members by that date will be eligible to vote/stand at the AGM in June. Membership Forms to go to CM tray for onward transmission to Suzanne Mackrell who will continue to keep the members' database.

Link to 'Edinburgh Reporter' welcomed to mutual benefit

Try to re-establish link with Police (RM)

Rubbish---internal bags removed-volunteers need to use Centre bins

E-mails coming into a box where they can be ignored can be a problem i.e. 'studio'

CM to look at the issue of email addresses.

Link with Business Directory initiated by Russell Aitken approved. ND to write to him expressing the Board's appreciation for his continuing enthusiasm and external work on behalf of the station.

Licence details for Ofcom-changes agreed-GC to submit

15. Date of Next Meeting----Monday 2nd March @ 7pm in NBCL Centre