

Minutes of the Board of Midlothian Community Media Association held on Thursday 17 January 2019 held in Newbattle Community Learning Centre @ 7.00pm. Present: Bob Miller (BM), Steven Horsburgh (SH), Carrie Campbell(CC), Chris Mackrell (CM), Addie Thomson (AT), Kim Thomson (KT), Graham Rigby (GR), Matthew Ronaldson (MR)

Gordon Clayton (GC) joined by Hangout

1. Apologies: David Aird (DA)
2. Carrie Campbell arriving late (CC)
3. Business Arising
  - a. Extension application to Ofcom; no further update
  - b. New TX Site - Experienced one issue when with extreme weather; short outage. Received sign off and approval from Ofcom. Consideration to refurbish or replace the antenna. To be discussed
  - c. Small scale DAB application - no further update
4. Blue Ext button on desk causing sound latency issues to presenters. consider microphone processor - GR will cost new or second hand also consider new equipment at transmitter site; although this will require approval from building owner and will incur further costs to move equipment (Aerial Man) and approval from Ofcom. CM will look into process and costs required.
5. Desk Repair update - CM waiting for engineer to contact him and arrange inspection on site when CM can be present.
6. Disciplinaryies
  - a. Presenter played Christmas Music outwith the agreed timeline. Presenter was present at the meeting when it was discussed and agreed so no reason for guidelines not to be followed. Board decided although the actual offence was not of any threat to the Station it showed a disregard for regulations and did not show a good example to other members. Further action was not deemed necessary but would be recorded.

CC joined

- b. Presenter played music on air that contained offensive language. Although an apology given at the end of the track there had been no attempt to stop the track playing; ex BDFM member phoned the station to let the Presenter know, assuming the presenter was not listening.

The Ex member also phoned another Member to inform them who in turn contacted BM

BM emailed the Presenter who played the track to alert them to the seriousness of the offence and the possible consequences to BDFM.

BM reiterated that All music purchased by presenters to play on air Must be listened to prior to playing on air.

Board agreed that a letter should be given to the Presenter and a suspension of 7 days be given.

#### 7. Midlothian Council Grant

Grant offered to BDFM; BDFM have submitted and returned acceptance.

#### 8. Finance

Ofcom grant excess; suggestion to employ BDM for a further month; Waiting for agreement from Ofcom.

Suggestion that a further grant be applied for from Ofcom to continue BDM post as paid position. Board agreed that Ofcom would be unlikely to offer a further grant for the same use. GR will look at other bodies for similar purpose. GC suggested GR contact Lesley Kelly at MVA.

9. Asda Foundation Grant - CC to pass forms to AT

10. Relaunch - Agreed that 'relaunch' suggested BDFM had been off air so should come up with a different way to launch the new sounds/jingles

Jingles were ready to play on air and would be demonstrated at Presenters Meeting in February. Each current presenter has 4 jingles.

11. Date of Presenters Meeting - 2 February 2019

12. Fundraisers

a. Joint Gorebridge Development Trust/BDFM quiz night - carry forward

b. Quiz Night - 9 March 2019; Dean Tavern, Geoff Ruderham to set questions, Craig Duncan compere, David Wilson provide poster/facebook advert - CM will contact David.

Cash prize and Play your cards Right

c. Joint fundraiser with Black Diamond Cheerleaders - carry forward

13. Introduce Broadcast Fee - Survey to members for opinion. BM will email to all members Survey to ask if members willing to pay more, if yes how much more. Should there be a concessionary clause and if fee was increased would it affect your ability to be stay with BDFM. Survey to be anonymous.

14. Suggestion that members have 2 functions at station - bring up at presenters meeting. Board agreed would not always be possible for members to give a lot more time so ideas for further 'realistic tasks' should be available.

15. Non Members have been removed from the Facebook work page - KT

16. Require new events co-ordinator for 2019. MR to confirm if possible to take on the role.

17. Issues with door at the Centre - BM has contact number for Jill Marsh, Centre Manager

18. Text Service

CM has obtained quotes for a text service, ranging from £10 to £12 per month. CM will check further for set up fees etc and report back to Board

19. Links with Napier University - GC gave update - Looking to have students provide Scottish/local news bulletins. Daily bulletins would require too many changes at Napier so are not possible, however willing to provide a weekly bulletin.

Bulletin would be available later on Friday so could be played on Weekend Works and also Saturday Matinee Shows. 5 minute slot. Agreed to trial

20. Volunteer Recruitment - currently on hold.

21. Key Commitment/Local Issues - GC discussed further Question time style Q&A session.

audience of Community Council members and small amount of public. Hold at Newbattle in March - to be discussed further

22. Ofcom meeting - 31 January - Edinburgh. DA attending. AT will contact Ofcom to attend also AOCB

1. Jingles for new members. Jingles would not be provided straight away. Jingles would be set up twice a year (suggested timescale).
2. After GR role as BDM comes to end, happy to continue as a volunteer with the Station
3. Aydan Butt happy to be involved with training of new volunteers along with Chris Mackrell once Volunteer Recruitment drive gets under-way
4. The Beacon in Gorebridge is holding open day at end of January for re-opening. CC will get more details and come back to Board
5. Pentland Powder Coating are continuing as sponsor for further 6 months
6. ELCAP looking for further advertising; CE of ELCAP coming into Station for interview

Next meeting 21 February 2019