

Minutes of the meeting of Midlothian Community Media Association held on Wednesday 29<sup>th</sup> July 2015 @ 7pm in Newbattle Community Learning Centre.

Present: Bob Miller (BM), David Aird (DA), Carrie Campbell (CC), Steven Horsburgh (SH) and Paul Renwick (PR)

In Attendance: Chris Mackrell and Gordon Clayton

Election of Chairperson: Bob Miller proposed by SH seconded DA

Vice-Chairperson: Steven Horsburgh proposed by BM seconded by DA

Treasurer Carrie Campbell proposed by SH seconded by BM

It was confirmed that 2 out of the 3 office-bearers will sign cheques drawn on the account with RBS-agreed by the Board of Directors

Associate Directors: Chris Mackrell and Gordon Clayton were proposed by BM seconded by DA

Company Secretary: Gordon Clayton appointed by the Board of Directors

Minutes of the meeting held on 29<sup>th</sup> June 2015- Approved as a correct record –All those present

Business Arising:

AGM had been well attended and issues raised including the audio would be taken on board.

Donate Box on website----Actioned by CM shortly after this meeting

SCBN-On mailing list-meeting to be arranged with Mr Robertson from East Coast FM

Pay joining fee as required in order to share in any network wide advertising or funding

Key Safe: Now installed in cage outside in car park-system is simple but human error –i.e.

not putting keys back after use (Mid-morning presenter to check location of keys) could cause

it to break down. Light and CCTV link needed before winter. BM had spoken to Janet Murray who is still in pain but making progress from her fall. She is aware of the keys arrangements and seems happy with it.

It was agreed to thank Rob & Janet with a £30 gardening token

Police programme-No progress-Leave until something to report

Advertising on coaches-DA will pursue

UPS- CM still working on this----Progress on new PC's/Software but Clyde difficult to contact

Galas/Other events- Budget of about £200 for banners---BM to contact designer

Agreed that a donation of at least £50 from Galas/event organisers for the provision of equipment by BDFM should be sought- Galas to be advised

PVG- will try to get Youth Trainers/co-ordinators disclosed as a minimum- Russell and CM

Financial Report:

Homologate decision to purchase gift for previous treasurer taken outside a formal meeting for obvious reasons- Just under £30

CC presented a cash flow for the period from the AGM until May 2016 which projected that without some revenue grant funding from Midlothian council or an alternative source that we might have close to no funds by the next AGM.

It was confirmed that we will be eligible for a small grant (up to £3K) open from 1<sup>st</sup> Sept. CC volunteered to complete application.

This sobering projection means that we need to run a tight ship and hope that the equipment recently upgraded will continue to work with minimal problems.

Ideas included: well organised and sponsored race night-potential £1K

Application to Foundation Scotland to be considered once balance in Bank is lower.

PPL: New system bringing 2 licences together and with a modest reporting scheme.

The Board may have to put a limit on number of simultaneous listeners online as they may increase our costs. It was agreed to query if only UK listeners were to count as PPL do not have world-wide authority over internet. CM made the Board aware of 'spikes' in numbers which are not bona fide users but mischief makers.

OFCOM Licence: Micro-dish licensed and OFCOM staff had been helpful although had caused short-term problems- Thanks to CM for sorting it out

Key Commitments—No report required this year and BM advised that there is a review planned to simplify the process

New Systems-Telephones installed and capability will develop incrementally. A text service would cost at least £120 pa so not to be actioned at this time. Website renewal fee required.

The Google email and other apps are now available-CM offered training if required

Programming/Scheduling: Some gaps down to holidays etc.-some new faces and return of some old ones. Agreed that an autumn training course with need to integrate new people into using the desk

Advertising: Cupar Ford and possible sponsor for gardening spot the only lead at present. New telephone system may ensure messages are picked up.

Arts Centre development: agreed that we should be involved in the planning stage. GC to write to Councillor Bryant who said on the telephone that MCMA would be a 'perfect fit'

PR said the Council were very positive as they were the only local authority not to have received investment from Creative Scotland.

Policy & Procedures review-----Will dove-tail with GCDT who are currently getting things updated for the Hub.

AOCB

DA mentioned that he had tried to contact someone about the recording of singers from Drummond Grange. SH to use family contact.

Merchandise- Firm orders of clothing required

Date of next Meeting

Thursday 3<sup>rd</sup> September @ 7pm