

Minutes of the Board of Midlothian Community Media Association held on Thursday 14 March 2019 held in Newbattle Community Learning Centre @ 7.00pm. Present: Steven Horsburgh (SH), Carrie Campbell(CC), Gordon Clayton (GC), Chris Mackrell (CM), Addie Thomson (AT), Kim Thomson (KT), Graham Rigby (GR)

1. Apologies: Bob Miller (BM), Matthew Ronaldson (MR), David Aird (DA)
Business Arising
- 2 Finance
 - a. Quiz Night raised £465
 - b. Ofcom require exact calculation to agree to fund further month of employment for Graham Rigby. CC will provide details
3. Update from BDM
 - a. Further jingle package purchased to enhance current package, more local jingles. GR advised presenters should play local jingle as News out-jingle.
 - b. All About Bathrooms continuing advert for a further year; good feedback from advertising on BDFM; Elcap continuing for further 2 months. BDFM have good relationship with CEO of Elcap, interviewed on Mid-morning show with Geoff Ruderham. Range of further potential business in pipeline.
 - c. Community News - Board agreed to having recordings of Community News so presenters could play instead of having to choose and read out on air. Using female voices to reduce gender gap.
- 4 Transmission Update
 - a. Extension application to Ofcom; no further update
 - b. New TX Site - All working as should be. CC requires list of equipment/kit at the new site to organise insurance. CM to provide
 - c. Small scale DAB application - no further update

CM suggested we build an App; research shows less people listen to radio stations on a radio; more people listening on-line
5. Blue Ext Button update
cost of microphone processor would be around £200; cost to put further equipment at transmitter site - £150 to £200; cost of Aerial Man to place equipment. Require permission from building owner and okay from Ofcom. CM looking into
6. Desk Repair Update
Repair completed and desk working satisfactorily. Discussed possibility of the purchase of a new desk; cost around £2000.
Portable Desk now available for training
7. Geoff Ruderham has contact at Evening News; ready to print piece on BDFM.
DA has contact at Advertiser.
GC suggests contacting Liam Rudden at Evening News to get feel for angle of piece.
GR to join them for a meeting. Suggestion to use changes in Scottish Radio - most stations output from central points; BDFM still local.
8. Key Commitment/local issues
Update from GC - Debate at Newbattle to be held in June. Alan Thomson to also be involved. Recording would be played on air - use repeat of Heart of the Matter.
9. Fundraisers
 - a. Gorebridge Development Trust/BDFM joint fundraiser - carry forward
 - b. Quiz Night - March 2019 - successful night; raised £465 plus the profile of the station. Increased number of local people attending fundraisers
 - c. Race Night planned for May 2019 - AT & KT will update further

d. Joint fundraiser with Black Diamond cheerleaders and BDFM - carry forward but possibility after cheerleaders move to new premises.

Suggestion of new advertising banners for use at fundraisers/galas etc. CM will price banners of a quality that will stand up to frequent use.

10. Grant Applications

Asda Foundation Grant - carry forward

11. Introduce Broadcast Fee - carry forward til full Board present

12. 2 functions for each member - carry forward til full Board present

13. Events

Board agreed Bruno should be able to give go-ahead for covering events however he should have sufficient cover before agreeing.

KT will email Bruno

14. Text Service

CM looking into various options. One service found will merge all social media input to station to show in same place.

Whatsapp option also in progress.

15. Links with Napier University

Napier are stalling, no positive update. GC will update if he hears anything.

Suggestion of link with Edinburgh College.

16. Update from Presenters Meeting

a. Thank you gift for Scott Wilson for previously providing jingles for the station FOC.

GR arranging

b. Live Broadcast ruling - discussed at a previous Board meeting and decision made that BDFM branding should be removed from camera view and do not broadcast on BDFM site.

17. Volunteer Recruitment

Ayden Butt agreed to assist with training of new volunteers - AB & CM

GR looking at advertising for volunteer presenters on 'Radio Today'

Still have free advert available on S1 Jobs - GC emailing details to GR.

18. Disclosure Services Update - carry forward

AOCB

AT raised subject of training new presenters - Board agreed that going forward new volunteers should use training desk to build confidence and ensure listener experience is not compromised.

AT suggested a thank you letter/email be sent to Ivon & Wendy Greenwood for the generous donation of replacement CD players. KT to do.

Station received email from one of the candidates running for MSYP asking to be interviewed on air.

Agreed KT would contact this candidate for names of all candidates so all could be interviewed

Newtongrange master plan meeting to be held at end of the month. Community hub on plans is same size as it is already; leaving uncertainty where BDFM fits in.

GC raised possibility of the space on first floor of Dean Tavern.

Suggestion of enquiring to use space for meetings/training.

Next meeting 11 April 2019