

Minutes of the meeting of the Board of Directors of Midlothian Community Media Association

Held on Monday 1st September 2014 @ 7pm

Present: Dunk (ND) chair, Crawford (CC) treasurer, Bob Miller (BM) Brian Smith (BS) D Aird (DA)
C Mackrell (CM) & G Clayton (GC) secretary.

Apologies: Steve Horsburgh (SH)

Minutes of the meeting held on 26th July 2014- Approval proposed BM seconded BS

Business Arising:

PVG- Colin McCall had not returned messages and VDS have accepted that the change can be made by completion of a form endorsed by someone who has known BM for a long time. GC happy to verify BM's identity etc.

New Computers: 2 purchased from online supplier at lower cost. As CM was happy with them a further 2 will be purchased.

Advertising: Walker Gas on board and money in bank £900 + VAT

Other leads being followed up by BS

Promotional Material: Fleeces to be sold @ £20-----25 polo shirts to be purchased @ net of £7

Possible contact for additional embroidery work in Settlement (individuals to pay the extra)

Pop-Up Banners to be purchased @ cost of £90. BM will contact Chris Sharp re work on existing banner.

Discussion on Rock Show Competition prizes: Agreed that shop vouchers are fine. Brewery link might be promoting alcohol against the rules. Uneasy about a tattoo being offered as a prize although it is not mentioned in existing rules. Possibility that it might raise a test case with OFCOM.

Volunteer Training: Stalled but ND proposes to offer a 'buddy' opportunity on Sunday nights-CM also happy to have trainees in as were others. A way of fast tracking new people was still a challenge.

Scheduling: Still gaps especially Breakfast and holiday/unplanned absences. Volunteers need to be encouraged to look at the online schedule and get in touch. Concern about pre-records being slotted in on one occasion by the same presenter on the same day. CC said there was an unwritten rule that presenters only do 1 programme a day and no one was on 7 days a week and explained the background to that although GC understood the reasoning he did not see a problem on a one off occasion.

Discussed a slot for a pre-record blues programme and while there was a gap it would have to be taken off manually late at night. Inserting it into the Sustainer would involve extra work on a weekly basis and that option might have to be extended to local presenters who pre-record. CM said if someone else came forward to take on that task then it was possible but personally he could not do it on top of what he does already which the Board recognises is very considerable.

Insurance: Although difficult to comprehend, the policy seems to cover volunteers outside the building on approved duties. Cover only if MCMA negligent.

OFCOM: Confirmation that 25watts each way is in the licence. Sky mast say the system will stand 50w so CM will ask Geoff Ruderham to implement. Change warmly welcomed.

A call from Tom Newby from OFCOM clarified that any work experience even informal would meet the condition in the key commitments.

AOCB:

Jingles: CM will try to clear out old ones

OB: now feasible with portable desk

Returning Keys: ND to contact volunteers not adhering to the system put in place for good reason.

Equipment Loans: Only under exceptional circumstances but does not apply to the portable desk.

Grant: Apply for over £3K for 3 years by 10th Oct. through new system. A Mathers had advised the Communities Stream was likely to be most appropriate

Grants under £3k can be applied for annually-

BT- Line cannot be cancelled to March 2015 unless price hike.

Loretta Dunn- New volunteer with background in health

S.W.O.T. ---Time ran out-individuals should share their thoughts with fellow board members electronically in advance of next meeting as getting a date for special meeting would be difficult.

Date of Next Meeting: 13th October @ 7pm @ Newbattle CLC