

Minutes of the meeting of the Board of Directors of Midlothian Community media Association held online on Tuesday 25 April 2023

Present: Steven Horsburgh (SH); Addie Thomson (AT); Kim Thomson (KT); Tony Conlin(TC); Chris Mackrell (CM); Bob Miller (BM); Alan Thomson (AlanT); Russell Aitken (RA); Larry Donaldson (LD); Ian Hunter (IH)

Graham Rigby joined meeting for Advertising agenda point

Minutes of meeting 7 March 2023; Motion to approve moved by AlanT seconded by AT

Finance Update

Current Bank Balance £14253.80. Includes anonymous donation of £200 from one of the members of BDFM

Recent fundraiser raised £655.87 and received £39.54 from Easy Fundraising

Cheques still to clear:

Chamber of Commerce - £259.20

RSL - £469.56

PPL - £703.44

AT has spoken to RBS and believes he has the necessary information to be able to amend signatories.

CM asked AT if the invoice for IRN had been paid. AT advised he would check and confirm

Technical Update

CM advised he had swapped out the MPU and we now have 3 operational mics.

Advised the faulty machine would be taken to Clyde in Glasgow

Had a few power blips causing studio PC to go off.

Edinburgh small scale DAB

Edinburgh multiplex holders approached CM shortly after previous board meeting, looking to fill bandwidth. Cost has been reduced to £199 per month from £399.

Additional costs will result in an annual cost of £2747.20.

This does not include cost for Devaweb to amend jingles or advertising for launch. Also Payout1 renewal cost will be around £1000, however this amount has not yet been confirmed so could be higher.

Board opinion is we will leave this for now due to outlay and the deficit from not receiving Midlothian Council grant.

CM advised Midlothian DAB has not been released yet; we have renewed expression of interest for Midlothian

Ofcom Key Commitment Change

Looking to amend Key Commitments to show we would produce a monthly number of hours rather than daily.

CM also advised Ofcom are tightening up on other key commitments with other stations and advised he would share them with the Board and ask for suggestions on wording to ensure we can achieve what we commit to.

SH advised a positive since lockdown is the numerous ways we can produce and present programs, eg from home and webvt.

AlanT advised he has been contacting schools in Midlothian; St Davids and Newbattle so far, to ask if they would be interested in recording shows to go on air. Not had a response as yet but it is exam time so he will chase this up again at a more suitable time.

IH advised Kris Cameron is willing to record programs. Kris is to contact CM.

On Air Incidents - action when recurring incidents

Due to increase in recurring on air incidents the Board felt the need to have a set procedure in place.

Board agreed the importance of being told by the presenter of the incident. Any Ofcom investigation, in particular if we were unaware of the incident and therefore had not done anything about it, could result in up to a '4 figure' fine and risk having to go off air.

Procedure agreed on:

1st offence - 1 week suspension

2nd offence - 2 week suspension

3rd offence - 2/3 board members discuss outwith board meeting.

RA raised we should add the process to membership agreement.

IH questioned if the suspension should be 1 week or 1 show (some presenters have 1 show per week where others have more). Board agreed that a 'cross the board' number of weeks should be used. This ensures consistency.

IH raised that if presenters who broadcast from home had access to station library this would reduce risk of playing inappropriate songs. CM agreed this is what we would like but raised concern about having proper control.

Studio redecorating /hub clear out update

SH raised that the hub was a mess again after clearing out previously with AT. CM advised he had been swapping out equipment and the excess was still in the hub and he would clear out in due course. CM confirmed we would require to use holiday weekend eg and close studio from Saturday 6pm and open again Monday for 10am. Presenters would require to be given notice.

BM and SH arranging to meet at Station to clear out old paperwork and dispose of any not required securely

Fundraiser Update

KT confirmed Pig Racing raised £655.87. Not a great turn out but a good night was had by all that

came along.

Next fundraiser to be Quiz Night. To be held on 2nd June at Dean Tavern

Advertising Graham Rigby joined meeting

Graham advised we have steady advertising but are not receiving new business.

Still have Dalkeith Ford and KC Kitchens as sponsors.

Advertisers are Newbattle Abbey College, Business Gateway and Meadowfield Garage.

Since January 2023 income has been £1557. Rest of year should bring us £2,500, or hopefully £3000.

Graham had a meeting with TC to discuss how TC can go to businesses to look for advertising.

Graham suggests we reduce the price for new businesses and possibly put the price up for existing clients. CM agreed with the reduction is cost as this could be eg an introductory offer.

CM left meeting and commented it was good to have new members at the meeting

Chamber of Commerce Update

BDFM now a member of COC with IH and AlanT attending meetings to raise profile and increase income through advertising through contacts made.

IH advised COC would be looking for 5 minutes on air time each month. IH advised he and AlanT would be meeting with 6 different businesses who they will work with.

Graham advised in his experience he has not obtained any business through COC in past.

IH confirmed that the businesses he has spoken with sound keen to obtain sponsors.

Advertising cont/

SH confirmed he is happy for Graham to continue with what he is doing. Board agreed Graham is doing a great job.

The profile of BDFM listeners is currently age 45+ and 50/50 male female split. This is taken from Midlothian Citizens Panel. Agreed that this would benefit from being updated.

Graham also raised that as local Commercial Radio is not as prominent this is a positive for Community Radio to provide local radio and news.

Also advised we be careful about not giving away something for nothing (5 minutes airtime to COC eg)

Graham will forward the advertising rate card to all board members.

Graham left meeting

Membership Renewal Update

KT advised we have 60 members signed up. Only have 2 members still to sign forms, however they are not currently on air as one of them is in hospital.

Kings Coronation - any change to programming

BM suggested we give the listener an alternative to the Coronation and keep programming as normal.

The Board agreed with this.

AOCB

AT raised that at the recent fundraiser, IH approached KT with regard to a previous disagreement with AT, which left KT feeling uncomfortable. AT advised IH that he should have gone directly to AT and not his wife.

There was a heated discussion and SH stepped in and formally warned AT about a threat made towards IH.

SH advised KT will take over the Chair position on the Board from 1 May 2023 and he will take the Vice Chair position and continue to support KT with her new role.

The Board were asked if another member would take the Secretary role and TC advised he would take this on.

SH confirmed he had taken the Chair position as a short term role and now 3 years later it is time to step back.

TC advised he is attending the AGM for Newbattle Community Learning Centre in his capacity as part of the Management Committee and they have requested he share an update about BDFM. KT advised TC speaks with Patron Gordon Clayton as he has held that position previously.

Next Board Meeting

30 May 2023 @ 7pm - held online

BM has given apologies for next meeting