

Minutes of the Board of Midlothian Community Media Association held on Thursday 13 June 2019 held in Newbattle Community Learning Centre @ 7.00pm.

Present: Steven Horsburgh (SH), Carrie Campbell (CC), Kim Thomson (KT), Addie Thomson (AT), Matthew Ronaldson (MR)

1. Apologies: Bob Miller, Gordon Clayton, Chris Mackrell, David Aird
2. Minutes of previous meeting held on 7 May 19: Approved on the proposal of AT seconded by CC

Business Arising

3. Finance - £667 raised at Race Night in May will be used to purchase new merchandise for Gala Days and other events
4. Sales/advertising

Graham Rigby is currently working on a Drive Home sponsor.

Advertising from Elcap and Meraki Hair has come to an end.

5. BT MyDonate has closed and CM is setting up new option for online donations:

‘Wonderful!’

6. Amazon Smile set up for BDFM - CM has posted on Face book page

7. . Fundraisers

Race Night in May raised £667 for BDFM and £167 for Kidney Research in memory of David Pearson. Denis Campbell will speak with David’s family re passing the monies on. CC will contact DA to arrange for item in Advertiser and/or Evening News. Board acknowledged Tony Conlin gave his time and equipment FOC.

Next fundraiser to be Quiz Night on 24 August 2019 in Dean Tavern. AT arranged for Geoff Ruderham to set questions and David Wilson to design poster

8. Three members of BDFM to be disciplined:

- a. Member insulted another member on BDFM social media page using unacceptable language

Board agreed a letter should be sent to the member informing them their behaviour would not be tolerated and they should write an apology letter to the member

- b. Member took keys from key box in cage to unlock Centre and did not put them back. The member accidentally took the keys home

after advising Board member the keys were left in station 3 more members spent significant time looking for the keys until member informed the board they did have the keys

Board agreed a letter should be sent to member reminding them of the importance of following correct procedures and informing them that further action would be taken if not followed again

- c. Member took keys from Centre home. Member realised error and posted on BDFM social media page.

Board agreed a letter should be written to member to remind them of the importance of following the correct procedures

CC & KT would liaise to draft letters and forward to BM for final approval

Suggestion for Volunteers handbook which could be noted on membership form ensuring

members are aware of all procedures and expected behaviour.

Confirmed would take some time to put together and may not be ready for AGM in July

2019

. Events - KT raised that an offer of 2 hours time to assist at a Gala was turned down by Event Co-ordinator; someone was required for the full day.

Board agreed that the subject could be raised at AGM to make members aware they could give what time they could.

10. Station Security/locking up. Subject of code on key box was raised and suggestion that code should be changed if a member were to leave BDFM 'under a cloud'

Also suggested a keyring with GPS facility so the time the keys left the locale of the Centre the time would be logged.

11. 'Question Time' debate to be held at Newbattle High School. GC and Alan Thomson will attend and record. Edited version to be played on air.

12. Newtongrange master plan - suggestion of using upstairs room in Dean Tavern - AT and CM spoke with manager at Dean Tavern and room will not fit with requirements.

Suggestion of space at Newtongrange Star club. AT spoke with Russell Aitken to speak with members at Newtongrange Star to discuss the possibility of using available space

13. Gorebridge - now vacant Police Station - Gorebridge Community Care group applied for grant to be able to take on vacant building.

CC will arrange for visit to check feasibility of using space.

AOCB

AGM - KT to check with GC for procedures prior to AGM

Next Board Meeting 18 July 2019