

Minutes of the Meeting of the Board of Directors held on Monday 6<sup>th</sup> November 2017 at 7pm

Present: Bob Miller(RM) Steven Horsburgh(SH)Carrie Campbell(CC) Addie Thomson(AT),Matthew Ronaldson(MR)David Aird(DA)Chris Mackrell(CM) and Gordon Clayton(GC)

1. No Apologies as all present

2. Minutes of the Meeting of 11<sup>th</sup> September approved –proposed by SH seconded by DA

3. Business Arising:

a) Security---Padlock for cage in stock and will replace current one when required

Hub padlock- It was agreed to hold a key within the metal cabinet and get additional keys for it

CC volunteered to remove items not required from the cabinet assisted by AT on Saturday

b) RM & SH promised to organise a Christmas Gift for Mrs McKellar

c) Hub Clearance- Progress made

d) Air p-Conditioning----Engineer to visit studio (7/11) RM to meet with him

e) CM reported back- Various options and prices----Radio Player which placed BDFM within another App was cheapest and alphabetically placed the station close to BBC in listings. CM to investigate further and make recommendation.

f) Community Safety tracks awaited- SH would like to enhance with music before going in Library

g) DA and Ruth attended Jerusalem Awards and while unsuccessful against strong opposition, the experience and contacts made was enjoyable and valuable. Heart of the Matter team had a celebration of 10 successful years.

h) Emergency Lights: CM to remind Geoff R. to speak to Bob Colvin

4. Aerial: Visit from owners of Health Centre on or after 14/11 Newbattle Practice very welcoming but details of where exactly to site aerial and the ancillary equipment was not tied up. Void area in roof might avoid post-installation snags. Permission for Aerial Man to access roof granted in order to check whether line of sight from studio roof was going to be an issue. Despite the progress, it might be some time until the aerial is installed.

5. Finance: Awards for All grant received. Presenters to be sent a letter with deadline of 31/12/17 for payment of £1 fee. SH to provide CC with details of active presenters.

6. Equipment: Offers of replacement CD decks received from AT & SH. Ability to play MP3 tracks a possible issue. SH to check costs of rack mountable CD decks. New decks may play off desk allowing other channels on the main pre-load i.e. include 2<sup>nd</sup> guest mic and/or t.b.u.

Awards for All: need to establish an account with main supplier. CM to contact Clyde re Portable/training Unit refurbish. Aviva cash to be spent by 31/12/17 on UPS

7. Fund-raising: £300.07 from Quiz Night. D. Gillan had indicated that £700 was forthcoming from Skababs Night but to date not received. Mayfield Gala also outstanding. There was concern that donations from events were not being coordinated. Changed circumstances of the volunteer involved led the Board to believe that inviting Bruno to take a bigger role would be beneficial in improving communications with other volunteers and with the Board. Pig Night in Feb 2018.

8. Community asset Transfer: Proposal contained in Budget Savings paper that Newbattle Centre could be involved in this process. A Council Officer would be meeting with the centre management

committee on 7<sup>th</sup> Nov. to hold an initial discussion. Currently, the centre association are the occupiers avoiding the owners (council) from paying business rates. It is assumed that any change is to save money and the management committee would have to increase revenue. Our position as a User Group having access to the premises as in-kind support from the Council would probably change and on-going revenue grants may also be at risk. GC to attend meeting.

9. Grants: Aviva £1000 category projects fund was closed early and the first 200 applicants to hit 1,000 votes were successful. Community radio Fund: In light of the possibility of the Board having to cover rent in the future, it was decided to apply for a Business Development manager for a period of 12 months to see if we can raise income to a new level using a suitably experienced person. CC had built in payroll and HR support into the application and would provide an update to include support equipment costs. The fund is very competitive but GC had received help from 2 successful past applicants so we can only apply and wait the outcome in January 2018.

10. Advertising: Christmas messages £25. S Ruderham had little available time to start work on identifying potential advertisers to date. She had sought clarification on a few points including flyers.

It was agreed to purchase 250 and RM will deal with the VAT issue and make sure that she has the updated rate card. No new advertisers from the last few enquiries.

11. Community News: CM has given Margaret Hamilton & GC access to cover when Rachel is not around.

12. Schedule: The proposal to have a live debate between the leader of the Council and a Union person was not approved. One to one interviews over the 3 political parties represented in the Council were the acceptable format. CM would oversee Armistice Sunday 2 minute silence.

Schools programmes at Christmas approved if Russell is willing to use a Wednesday evening

Changes on a Friday have caused some upset and the Board agreed that the slot was allocated to David Pearson to be assisted if agreeable by his replacement. Permanent changes should go through SH with input from AT if a trainee was involved. It was agreed that Tony Conlin would be readmitted as a member. Discussions out with the Board regarding the return of Larry Donaldson had taken place and it was understood that his travel would be covered by a sponsor. Slots were limited and he would require a co-presenter as well as transport. The Board have no objection in principle subject to the sponsor's promotion being done properly.

13. Trainees: AT outlined the progress of a number of trainees who were acting as co-presenters and some capable of going solo. GC had entered into email correspondence about a course aimed at women which hopefully LLE in the Council would support. CM would start the process of getting the portable unit refurbished in time to be used in the early New Year.

14. PVG checks-----add CM and Geoff Ruderham

15. AOCB: Agreed that AT take the idea of a 'Battle of the Bands' competition forward

Request to attend launch at a store in Edinburgh was too vague as to what required and short notice. Toner not lasting-CM to cost a mono laser printer

16. Date of Next meeting: Monday 18<sup>th</sup> December @ 7.15pm