

Minutes of the meeting of the Board of Directors of Midlothian Community media Association held online on Monday 16 October 2023

**Present:** Kim Thomson (KT); Steven Horsburgh (SH); Tony Conlin(TC); Chris Mackrell (CM); Russell Aitken (RA); Geoff Ruderham (GR); Alan Thomson (AlanT)

Apologies - Bob Miller, Addie Thomson, Larry Donaldson, Ian Hunter

Minutes of previous meetings not yet available but will be ASAP

Chairwoman Update - KT advised received a complaint after last meeting that it went on far too long as there were so many interruptions. Reminder to let people speak with minimal interruptions

#### Finance Update

Delivered by KT in AT absence

Still having issues with RBS to have signatories changed. KT speaking to Caroline Crawford who suggested we go to bank and advise them contact is no longer with BDFM.

Both BM and Carrie Campbell on holiday so not able to get balance in bank.

CM had to pay Cloudztel again due to not being able to see if DD gone from Bank. Apologies to CM.

KT will have AT check statement.

CM can check Cloudztel statement. CM also advised he thinks there are online banks that can be used for businesses so something worth looking into.

#### Technical Update

couple of faults - break to transmission overnight and into next day. CM believes this was caused by network switch at medical centre. Not had time to investigate properly. Equipment all powered up but couldn't connect to network switch. GR and George Mackrell replaced network switch. Already had a spare. Just needed to configure it. Running ok now.

Investigation on switch ongoing but access issues highlight the risk.

Also desk issue while CM on holiday 1st channel - presenter mic - not fully closing. A temporary fix was implemented unassigning the channel and CM swapped out desk when back - spare from hub. Machine purchased from Taunton and collected by AT and GR. This is last good known working spare desk.

We have 2 spares but both with faults. Ideally get mpu looked at and one desk. Clyde expensive for diagnostic only. Board agreed to go ahead with diagnostic. CM will go ahead with this and come back with update. TC asked if this was wear and tear or presenter mis-use. CM advised could be either.

Medical Centre intimated to GR and George Mackrell we may have to move our equipment. They advised they would send something to us.

To move would involve liaising with Ofcom; take a long time and would be chargeable. Option to put equipment outside the centre; still charges involved. To be looked at when/if the Medical Centre get in touch.

GR raised he offered to take equipment to Glasgow to Clyde.

Board had discussion about new system/desk. Would need to be discussed in full with cost options.

Webvt and Payout 1 have been updated to newest version. Livemic is also working. Minor changes to using webvt. CM sent out details to users.

#### Chamber of Commerce update - AlanT

Attended Business Expo in Musselburgh. Got a couple of contacts and waiting to hear back about possibility of advertising on BDFM. Waiting to hear back from contact at COC about monthly update to go on air.

#### Work Experience - AlanT

Went very well. 2 young people from Newbattle High School. Both on time every day and did as asked with show prep. AlanT confirmed a big difference between day 1 and day 4. Article went out on Midlothian Council website and also on Midlothian View site.

AlanT has more young people from Lasswade High School in November. While at Midlothian View Platform to do an interview was advised there are a couple of young people interested in gaining some experience. Can only come in school holidays as this would not be work experience.

Board acknowledged AlanT has done an excellent job.

AlanT will contact the young people from Newbattle to see if they would be interested in coming back.

#### Scheduling update

2 new shows on Mondays. Gordon Clayton returning with Monday musicals 10pm Addie following week 6-8pm - Celtic/Irish programme. Possibility of repeating on Sunday afternoon.

Brunoj has new show on Thursdays 6-8. Also young people on air. Good to hear again and be good if we could keep their interest.

KT advised Craig Duncan contacted her to advise he played a track with the 'f word', Track is in station library. Craig apologised on air. CM edited the song so now ok to play again.

GR still on the lookout for a country presenter.

#### AGM

Require to give 21 clear days notice. KT contacted Caroline Crawford and her boss will do accounts for us. Looking to hold AGM nearer the end of November. KT agreed to get date accounts ready and come back to board to set date for AGM.

GR will record promo when date is set.

For re-election of full members, this would be 3 people. 5 people joined at same time so we choose 3 people by random method.

KT will choose - 'pick a number'

AOCB

CM - suggested we play adverts during same hours at weekend as weekdays.

Graham Rigby advised it wasn't affecting sale of adverts.

Board agreed to leave as is for the moment.

General consensus was adverts would break up dance mixes.

TC - raised having meetings at centre. agreed to have occasionally

GR - asked KT to officially thank Aydan Butt for setting up an interview with Professor David Wilson. KT agreed to do this.

SH - looking at the new website and asking when ready to go live. CM has made progress but still working on it and will advise board when it's ready. Aydan Butt is also looking at it but want to launch when fully ready. AlanT requested to have Midlothian View logo on website. CM agreed this would be done. Also have link to their site from BDFM website.

AlanT Do we have business cards? CM advised no. AlanT will have some made for his own use.. GR has cards

CM advised no BDFM mugs left. KT requested we do order for t-shirts etc. Clothes to Order used in past - IH has contact but if not can use Clothes to Order. Cafe Press (eg) - set up and then presenters can order direct. Board agreed we would ask IH first.

RA - mic not working

GR

left meeting

Meeting closed

Next meeting - pre-AGM meeting - Monday 20 November 2023