

Minutes of the meeting held on Monday 11th September 2017 @ 7pm in Newbattle CLC

Present: Bob Miller (RM) Carrie Campbell (CC) joined at 7.22pm @, Addie Thomson (AT) David Aird (DA) Steve Horsburgh (SH) Matthew Ronaldson (MR)

In attendance Chris Mackrell (CM) Associate Director Gordon Clayton (GC) Company secretary

1. *Apologies for absence -none*

2. Minutes of the meeting held on 15/8/2017

Approval proposed AT Seconded by DA

3. Business arising (not on agenda as a separate item)

- a. Gifts: Carried Forward
- b) Air Conditioning: SH's contact says it cannot be sorted
Price up a new one- RM will get in touch with possible agent.
SH to approach Dennis Campbell
- c. Data / Equipment- Passwords- Supplied by CM to RM and locked away securely
- d) OFCOM Marketing meeting: DA reported meeting had not taken place.
- e) Community Safety tracks-----New Versions awaited
- f) Heart of the Matter: Award Ceremony 11th Oct in London
- g) Event at Mining Museum went well as did the charity football match. Misconception that new events did not need approval of the Board
- h) Emergency lights: Carried Forward- Engage Bob Colvin
- i) CCTV—combine with aerial coming down from centre roof
- j) Need to spend cash from Aviva-CC - deadline December
- k) Hub: Clearance underway Thanks to Geoff, RM & AT
MR will take filing cabinet

4. Transmitter/Aerial

Lawfield- Contact not made but SH & RM agree that it's unlikely to get consent. Dry cleaning Company building seems suitable. Health centre practice manager prepared to put their gable end available but needs to consult Partners and possibly NHS Lothian. RM hopes that she will get back by weekend. If positive a plot will be commissioned. Pitched roof might afford a loft for equipment. Possibly we would have to pay for electrical work. No approach made to NWH.

Pole in garden off loaded by Aerial Man to be moved to boiler room or elsewhere.

5. Finance: just over £4K unrestricted funds.

6. Equipment

CD decks working alright. SH may have decks to donate as replacements. CM cutting down on unnecessary equipment in the Hub. Switch BT line when CM comes back from holidays

7 Fund-raising: Stepping Stones offered to put a collecting tin. SH to see if he can get bucket

Skababs and Tubby Horse Company on 30th September £7 on door but CC can only be there for first hour. Quiz night for 27th October- and a Pig Race planned for 17th February 2018

8. Grants: Small Grants (draft on Drive) CC to check figures and provide accounts and copy of Insurance policy. RM witnessed GC's signature on form. Scotmid Online Form- Contact Calum from G/B or contact Kenny McDonald's contact for the 10th Anniversary Concert re compact p.a. kit. Danielle Rowley to be asked to be referee.

Aviva re-opens 12th Sept. Gazebo + 2 radio mics –CC

Voting opens October and closes November

9. Advertising

Script with Scott for Meadowfield Garage- CM waiting for dry audio

Deleted adverts that were over time.

No progress on restaurants- SH to go back in

Shaz Ruderham will start her volunteering on advertising on Wed a.m.

Need to try and get 3 month Christmas advertising

10. Schedule

K McDonald taking a 3 month break- 3pm-5pm from Down the Byeways

AT will cover after holiday weekend possibly training Tracy

Richard Wilkie on Saturdays from 16th

Stevie B. covering mon/tues breakfast

GC suggested that we carry a repeat of Seniors hour this Sunday as CM on holiday. CM to contact Bill Prentice. Moira and Gordon now sharing Mon p.m.

11. Trainees:

AT feels David & Tracy a couple of weeks away from doing their own programmes. Trying to get a 'Buddy' for Guillermo. M. Hamilton doing well with admin and as a trainee presenter

12. PVG Checks: Forms away for MR & AT-Defined role is youth Mentor

RM away from Saturday to USA returning 22nd October. CC away 6th Oct- 21st Oct for 3 weeks.

MR asked about legality of posting programmes on other platforms. Programmes being posted by members on mix cloud are ok YouTube and Facebook live not covered. RM to advise on work page

Barry Dickson had been in touch about Comic Con

14. AOCB: Discussion on getting the station on Apps. CM to share his one in development with AT- cost \$300 p.a. CM to investigate UK Radio Player.

RM request for update on website re Friday mid-morning- completed at meeting

Role of Company secretary not a legal requirement for Companies House

Planned relocation of office---- autumn or when Mr Mackrell Senior available

Fees: A number of Members/presenters have not paid. Unsubtle reminder-RM

15. Date of Next Meeting Monday 6th November @ 7pm

