

Midlothian Community Media Association Meeting

Thursday 16th November 2006, 7pm

Newbattle Community Learning Centre

Present: C. Mackrell, C. Anderson, G. Ruderham, G. Logan, G. Cummings
A. Watson, J. Ritchie(chair), C Hampton, C. McColl, B. Flynn, R. Fox
G. Clayton, J. Murray, B. MacDonald

Apologies P. Johnson, D. Tasseva, M. Cohen, D. Cowen, D. Tomas

2. Previous Minutes

Accepted as a true and accurate Minute by C. Anderson and seconded by A. Watson

3. A) Stationary / Petty Cash

B. MacDonald reported that £220 had been spent on stationary. A petty cash box has been set up in the studio with £29 in it. The BT telephone has been fixed. The BT bill is still to be dealt with.

B) Insurance

B. MacDonald reported that MCMA has to fill out some more details (activity plan and business plan) before insurance quotes will be given.

C) Radio Regen

Three Radio Regen toolkits have been ordered. Progress on the station trip has been delayed until the next meeting.

D) Mini Disk Recorders

There are currently 4 mini disk recorders and microphones in the office. These belong to MVA, however MVA have agreed that MCMA can have them on a long term basis. Anyone wishing to borrow the mini disks must contact the studio on 0131 663 4811

4. Admin / Budgets / Data

B. MacDonald gave the group a summary of what needs to be achieved on the administration and management side of the group

B. MacDonald has now been appointed as the associate administration director.

B. MacDonald also reported that the group does not need to register for data protection as they are a voluntary group.

5. Premises

In the short term it was suggested that the ex-janitors office joining the studio be painted so it can be used temporarily as spare office space. It will then be updated when more funds become available.

6. Funding

Marla is working on a application for the community radio fund, which has to be submitted on the 21st of November

7. Press Release

It was suggested that a station press release was needed to update people who do not regularly attend meetings of the stations progress. It was also suggested that the press release introduce the new staff and their roles within the organisation.

8. Transmission

The group can no longer use Midlothian Council's mast at Hawkerston. It was recommended that the mast now be placed at Greenhall Centre for at least two years.

9. AOCB

A) Programming

G. Rudderham informed the group that he and G. Logan were interested in helping set up a programming sub committee. All those interested contact the studio (0131 663 4811)

B) News

J. Ritchie informed the group that a news feed will be needed. A debate was held over the qualities of rip and read and strait to broadcast news feeds.

C) CMA

C. Hampton reminded the group that the CMA are going to hold a annual meeting in London and that he is interested in representing the group at the event.

Date of next meeting: Thursday 7th of December 2006 7pm