



Monthly Meeting – Unapproved minutes

Thursday 22nd March 2012

Present – Douglas McKelvie, Ken Venters, Ian Hunter, Stuart Campbell, Peter Greig, Elaine Smith, George Brebner, Carolyn Venters, Louisa Greenwell.

Apologies – Chris Ann Holt, Gordon Dunlop, Tony Langton, Raymond Christie, Alan Sanderson, Steve Holt.

Chairman unable to attend so meeting chaired by Peter Greig.

Chairmans report – Alan Sanderson (via Peter Greig)

Alan wishes a meeting with Elaine and Ken and Elaine Stenhouse in order to discuss and plan training procedures for COOP internship.

A group newsletter email will be sent out next Thursday, does anyone have anything they would like included in this? Suggestions to Alan please. Some problems have been noticed with Louisa and Ian not getting emails.

Financial report – Chris Ann Holt

Current bank balance is £1315.25

Mar & Apr direct debits will be £756.97

We also still have a bill outstanding to Murray Taylor re the accounts for £210

Please also remind everyone that the Ofcom licence will be due in June - £750.

Events – Gordon Dunlop

We have recorded and edited the service from Johnshaven church, but at the moment they are not giving the permission for this to be broadcasted, I do not foresee this coming, I think they are wanting to use this as a practice, but in my opinion I think it sounds good.

We are also needing an update on the Olympic flame, does Aberdeenshire Council plan anything for Stonehaven, and are we still planning to hold an event?

Aberdeenshire is planning something but not clear as yet. Douglas Green is running with the torch in Banchory not Stonehaven.

Sales – Doug McKelvie

Sales advert has been made and is running on air. Potential clients – Specsaver and Economove. Doug would like a new form which the client could sign and close the deal at the visit. An online version linked to Sales on the website would be useful. At present the process of signing up a client takes about a week. A follow up procedure process needs to be drawn up, Doug to action.

Action - Doug to discuss a new form with Elaine Stenhouse.

Transmitters – Ian Hunter

Transmitter change should not require to involve Ofcom. Aerial likely to cost £80-£100, still need to source use of cherry picker.

Action - Ian will write a proposal to use to source funding.

Studio maintenance – Steve Holt

New lock on door, keys for front door to be returned to Steve, new keys obtained with £5 deposit. Door always to be checked it is locked when leaving the premises as it does not lock automatically. Town Hall Trust helped with costs so our thanks to them.

Scheduling – George Brebner

More work done on play lists, scheduled in at 11pm every night, working on themed hours by era or genres. Worked with Margaret so that she sets up which church programme is aired when and is then automatically set to play from the "Faith Matters" folder on the computer. New music procedures on Dropbox.

AOB

SH – policy proposed to set out need for reading out community events and particularly rather than events outside area. Much discussion followed about presenters reading out those that relate to their shows, whether it was possible to do this automatically in slots with no presenters. Generally felt that the policy needed to be reviewed.

PG – reported that he is now collator for the organisation for the Protection of Vulnerable Groups so anyone requiring disclosure should go through him.

DMcK – used MFM equipment for a private event and is hoping to receive a donation for this shortly. Would like to do the same for his birthday and give donation to MFM. Has been making arrangements for an event in November for “Movember”.

KV – election specials over next month, live debate Wed 25th April 6-8pm. Volunteers to help with mics etc. please. Ian will see if there are similar events in other areas and record them.

SC – problems with automated ads not coming on, George or Peter will investigate.

IH – Tampering with buttons and filing cabinet still ongoing. Malicious damage to presenters chair also noted by PG.

LG – security is still a concern. DMcK offered use of a key safe for the key in the boiler room. Was felt to be a good idea.

GB – new presenters added to the schedule, Michael Gordon – rock metal and interested in sales. Tom Heavens 80's.

Next meeting Thursday 19th April 2012 at 7.30pm in Town Hall