



Monthly meeting - unapproved minutes

16 August 2012

Present – Doug McKelvie, Chris ann Holt, Steve Holt, Ken Venters, Carolyn Venters, Alan Sanderson, Peter Greig, Raymond Christie.

Apologies – George Brebner, Ian Hunter, Louisa Greenwell, Elaine May Smith.

Previous minutes – proposed and approved.

Chairman

Meeting to focus on preparation for AGM so department reports were not requested this month.

Chairman had written letters to BAA and Nexen thanking them for their donation. They had been asked if they would like their logos on the website, one declined waiting for response from other.

Treasurer

Bank balance stands at approx £2325.

Charles Sands has agreed to do the annual accounts and hopefully there will be a draft ready for the AGM.

Secretary

Annual return for Companies House has been completed and fee paid.

The membership list has been updated, currently 68 members, 9 assoc/ rep members and 3 volunteers. Unclear how many of these members are still current but hopefully will be clearer when AGM invites are mailed out.

Some membership forms missing, members will be contacted asking them to fill one out.

Some names on Dropbox list but no forms held for them.

Carolyn stated that the application form is confusing with volunteer section being completed by most people so unclear who is a member and who is a volunteer. Defining a volunteer would also be helpful. Form to be redrafted.

Other

Steve has made an application to Top up Fund for £600 for IT equipment.

Doug has requested that company logos be removed from the website if they have not supported MFM within the last year. Alan Craig maintains the site so Doug will contact him.

AGM

Agenda to follow previous years format

1. Opening remarks
2. Apologies
3. Minute of previous AGM
4. Matters arising from the Minutes
5. Presentation of Annual report (chairman)
6. Adoption of annual report
7. Presentation of Accounts (treasurer)
8. Adoption of accounts / appt of independent examiner
9. Proposed amendments to Articles
10. Election of office bearers
11. AOCB
12. Closing remarks

Board had discussions around membership with it being suggested that membership should be open to everyone regardless of postcode. Carolyn also suggested that the volunteer should be defined and added into the articles for clarity. Alan and Carolyn to work on membership qualification and will be proposed at AGM.

Discussions around proposal to introduce membership subscription. Fees proposed are £30 a year and £15 for concessions, these to be stated clearly in the proposal. Peter to use the annual financial report to support the proposal as annual basic running costs are approximately £15 000. The board agreed to take the proposal to the AGM.

For the first time forms will be issued with the notice for the AGM for members to nominate themselves for directorship. Chairman, vice chair, secretary and treasurer will be filled on the night. This should speed the process up on the night.

All members to be notified of AGM and proposed changes to articles. Raymond will invite councillors and speak to the Leader about a notice. It was agreed that anyone and everyone is welcome to attend MFM AGM.

AOB

Continuing problems with autoplay switching off.

Steve requested £120 for improving wiring in the studio. Including marking all cables and cleaning the equipment – board agreed.

Intern project has now finished. Reminded to return the equipment they had been loaned.

Problem with outside door being left open. Likely it was from an event. Vigilance from everyone is required.

DJ Dizzy asked permission for a fundraising show on 26th August. Board agreed.

Next meeting is **AGM on 13th September 2012 at 7.30 pm**