

Gfm Directors Meeting

Tuesday 15th June 2020 via Zoom 11.30am

Minutes

Chair - Ian Liversidge

Minutes – Joanne Schofield

Attendees – Mell Turford, Alan Philpot

Apologies – Aimee Coelho, Liz Gilbert

Minutes from previous meeting

These were on Joanne's laptop which wasn't available. They will be sent asap and approved in next meeting.

REPORTS

1 Finances – Liz

Liz provided the position in the bank as follows:-

£1,746.52 in Unreserved account

£3,697.33 in Reserved

[£2,800.00 still to come from Ofcom}

Alan Philpot asked to make contact with Catherine the new Treasurer to get her started. The Directors are keen to see detailed budget projections at Directors meetings going forward.

2 Secretary – Mell

Mell will contact Bill Barna for Companies house details and any instructions which had been passed on by Allan Trinder.

3 Training – Mell

Nothing further to report.

4 Social Media – Aimee

Mell is picking up social media whilst Aimee is heavily occupied with COVID related work and personal responsibilities

5 Sales and Advertising - Ian

New – Domestic Abuse from Glastonbury Town Council

New – Daniels Café in Wells

Ian would like to do a bounce back offer of £100 for previous clients for 3 months excluding drive time slots. This was agreed in the meeting.

6 Events – Ian

No events are planned due COVID 19 still. GFM will follow National and Local Guidelines.

7 Station management – Joanne

Studios remain closed for June. Joanne continues to come into building 2 days week. Red Brick Building is still closed.

Funding: Ofcom awarded £2,800 of the £18,000 applied for. No current outstanding grants. Joanne will work on applications for next couple of months.

ANY OTHER BUSINESS

1 – Equipment spend for remote working

£150 or so has been spent on equipment to allow volunteer MS to broadcast from home. A laptop is still required which will allow us to do outside broadcasts in the future. It was agreed to order a good quality laptop that will be used for outside broadcasts and will be able to cope. In the meantime the laptop will be loaned to Ian Liversidge to broadcast his 2 weekly community COVID shows and his Thursday Live show (if needed) from home.

This free's the studio of too much activity with only Director's Joanne and Liz accessing the studio. This will be safer for Joanne to re-decorate as necessary.

2 – Rent and premises

Ian explained that following the meeting with himself, Joanne(gfm) and Tim Knock(RBB) it was agreed that the rent would stay the same until gfm could find further specific funding to cover any increases. In return gfm will provide adverts and infomercials and a special RBB sponsored show following training of new presenters. Tim Knock expressed an interest in presenting a special RBB show. This needs to be identified as funding in kind on invoices from the RBB which is favourable for grant funders to see.

Joanne will draft a letter for the Chair to send which will: -

- acknowledge RBB Chair Rory Weightman's letter of 13th May in respect to the rent increase.
- explain Gfm continue to pay £250 per month until further funding for an increase can be found
- acknowledge what we believe the proposed increases to be
- identify the funding in kind from RBB of the difference between the £250 and the proposed increase.
- identify the value of Gfm's offer for adverts, infomercials and show sponsorship proposition.

3 – Loss of power to Studio 1 microphones

This was discovered to be an issue with the Phantom power to the microphones. Joanne temporarily fixed it by changing mics for directional SM58's. Work to repair the issue will continue.

4 – Relaxing lockdown.

Nothing will change in the immediate future. Gfm presenters will continue to work remotely until the end of July at which point it will be reassessed by the Directors. This is because Gfm does not employ cleaners and hygiene is down to individuals who access the building. It is not practical to rely on the Directors to ensure health and safety is adhered to after everyone accesses the premises. It was considered the risk to volunteers and guests is still too great when we are able to continue to provide a live broadcast with the current set up.

The Red Brick Building continues to remain closed to the public and therefore our access to toilets for presenters and guests is also not available.

Government guidelines require people to keep 2m distances and wear masks on public transport which effectively is a confined space. We consider our studios to be no less confined a space than a bus or train carriage. To wear a mask to present radio is also impractical! We will continue to assess the advancements in the local community in line with national and local guidelines.

3 – Fee for Station Development

Ian suggested a conversation towards making a contribution to Joanne should be had with the Directors in an off line discussion.