

Gfm Directors Meeting

Tuesday 3rd March 6.15pm

Minutes

Chair - Ian Liversidge / Minutes – Joanne Schofield

Apologies – Aimee Coelho

1) Minutes from 14th January

Minutes were approved.

2) Action from minutes

None

3) REPORTS

3.a Station Development Manger – Joanne

March and April 2020 will continue 3 days per week focusing on funding. Station Development role will continue as usual in line with responsibility.

- Sara and Lynn are returning to their live Monday show following leave due to bereavement in Sara's family.
- Volunteer's that have been trained have been chased for start dates.
- Aimee's youth show is still to start
- Joanne asked Bill and Liz if the PPL/PRS report had been completed, due by 28th January, Bill will check his emails. It is possible that Alan Philpot completed the report although Liz thought Alan completed a report relating to companies house.
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ACTION – Bill will find out if it has been completed and let Joanne know. Joanne will progress if this hasn't been done as it is out of date.

3.b Treasurer – Liz

Liz introduced Katherine who has agreed to be the new Treasurer following the article Ian did in the Well's Voice. Liz will continue as a Director and signatory for the Bank. Liz will also support Katherine in her first few months.

Main account £1586.90

Reserve account £4926.67

Outstanding invoices – Discovery Somerset and Mortons Media. Liz is chasing.

3.c IT– Bill

Bill will be attending meeting with Emma and Jay regarding the complaints to 'high levels of radiowaves from our transmitter' on Wednesday 4th March. Bill has a meter he will use to measure any waves and will document findings and write up a conclusion.

ACTION – Bill to document conclusion/findings and email Directors

3d Secretary – Bill

Nothing to report.

3.e Training – Mell

Mell needs a copy of all the relevant gfm policies for Strode Collage training. Mell suggested that the relevant policies be pinned to the wall. Joanne will find the electronic copies and ensured all Directors have access and display relevant policies to the Wall.

ACTION – Joanne

Strode Collage have donated 2 x Mac computers for training

Mell asked if all Directors could spend time giving students work experience. All agreed. Mell will facilitate.

Radio Fillers. These are short audio with public messages on for free. Mell will download fillers to be programmed.

ACTION – Mell/ Joanne

3.f Ian Liversidge – Events and Sales

Glastonbury Calling went well and Ian will report back at the next meeting regarding financial contribution to gfm.

Glastonbury Road run, 13 volunteers already committed.

Adverts, 9 currently running, 1 more to be added

16 signed up to 100 Club members

3.g Social Media [Aimee had sent Joanne an email]

Kellie still needs respond with her viewpoint on social media policy and then I can brief presenters.

ACTION - Mell has had to moved forward with the social media as his students have already started therefore he has already created a gfm Instagram. Could Aimee liaise with Mell to move the social media forward.

ACTION – Aimee to chase Kellie and Liaise with Mell

Secondly, looking to come up with some kind of shared news diary with Allan Trinder so that we could see what events were on that needed covering on both of our shows.

The Millfield students really enjoyed the Street community day on Saturday. Lots of material to edit. It was a good day to publicise both G FM and Millfield.

Access to the admin email to get links for potential stories to put in the diary?

ACTION – Aimee to ask Kellie for access

4) Any other Business

- Following discussions with Gerry and Sharon from the Red Brick Building board of Directors and Joanne in Spring 2019 the gfm rent has increased from £291 to £686.50 as at March 2020. Following the meeting Joanne asked for the discussions to be put in writing by RedBrick so that it could be formally presented to Gfm Board of Directors. Nothing was forthcoming. Joanne chased the Red Brick Board of Directors on several occasions over several months and nothing was put in writing. The gfm Board of Directors discussed at June/ July and September meetings.

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ACTION - Joanne will draft a response and forward to Directors for approval.

- Ian asked about small scale DAB. Joanne will do a report for Directors following her research for other projects.

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ACTION – Joanne

- Ian will speak to Alan Philpot and find a suitable date for the AGM.

Date of Next meetings, these have been moved to Tuesday's so allow both Ian and Aimee to be present

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Tuesday 7th April 6.15

Tuesday 19th May 6.15