

# **Gfm Directors Meeting**

## **Monday 17<sup>th</sup> August 7pm**

### **Minutes**

**Chair** - Ian Liversidge

**Minutes** – Joanne Schofield

**Present:** Mell Turford, Alan Philpot

**Guest:** 7.30pm Phil Gibbons

**Apologies** – Liz Gilbert, Aimee Coelho

#### **Minutes from 3<sup>rd</sup> August**

Agree accuracy - Agreed

Action from minutes

#### **1 – REPORTS**

##### **Development Managers' Report – Joanne**

Studio 1 will be complete end of Tuesday and ready to use. Phil Gibbons is helping finish off putting it back together.

Starting to support Red Brick Building partnership working and one of their clients is using the studio to record a pod cast. Gfm will be credited and may also take audio.

Funding: Awarded the Bid from Glastonbury Town Council £1,187 for studio equipment/software upgrade.

##### **Sales, Events & Outreach – Ian**

Lee Simpson and Ian have completed Risk Assessment on Wells Jazz day for 30<sup>th</sup> August.

Good wifi on site

2 new potential advertisers have been contacted (Glastonbury Chamber of Commerce, Mendip Council)

##### **Finances – Alan Philpot**

New kit required to progress with the outside broadcast kit – should be associated with the Bid that has just come in from Glastonbury Town Council equipment upgrade. To include Laptop as well.

##### **IT/Transmission – Joanne**

Drop out recently could have been down to a 'wettransfer' being downloaded during a livestream show. There was some FM buffering at the weekend which meant that the WIFI had to be reset. Ian had spent some time following day looking at up and down load speeds which were sufficient and as they should be. Joanne will go to the transmitter site to reboot.

##### **Training – Mell**

Mike Steven now on air. Maisey and Dixie are keen to carry on doing features and interviews. Mell will make contact with them as soon as it is practical to help them become more involved.

### **7.30 - Phil Gibbons joined the meeting**

Phil had volunteered to become Secretary as Director. Phil explained his experience and knowledge of the role and is happy to get involved straight away in time for the next AGM. Phil has been an active volunteer for Gfm for the last few years helping with outside broadcasts and doing work in the studio.

Ian proposed Phil for Director with responsibility as Secretary  
Mell seconded him.

ACTION - Joanne will forward emails for Phil to contact Companies house to register the necessary details and support the AGM.

### **ANY OTHER BUSINESS**

- 1 - Local boy Austin will do some graffiti on the inside of Studio 2. We can look to get publicity for this in local publications. The board will email Ian for any thoughts that can be forwarded to Austin so he can propose some ideas.
- 2 – Gfm are now receiving daily News bulletins. This can be used for training purposes and at some point for automation news broadcasts.
- 3 – Wells Theatre recording play for broadcast and we can provide our branding for their posters

### **Date of AGM**

Monday 24<sup>th</sup> August – 7pm Zoom.