

Minutes of an Emergency Board Meeting of the Penistone FM Board held remotely on the 24th March 2020

Present: K.Barna (K.B.) S.Dobson (S.D.)
 D. Holmes (D.H.) A.Millner (A.M.)
 B.Robinson (B.R.) C.O'Rourke (C.O.)
 J. Ruston (J.R.) M. Sugden (M.S.)

The meeting opened at 19.30 hrs.

K.B. was in the chair for this meeting.

Meeting Opening

1.a Apologies – none

1.b Minutes of Board Meeting – the minutes of the meeting held on the 9th of March were approved.

1.c Matters arising – there were no matters arising.

The normal order of business was suspended to allow the board time to discuss the issues raised by the national lockdown which was imposed on the 23rd of March.

During the meeting the board discussed the issues of

How to protect the health and safety of the station personnel.

How to support the community by keeping it informed of the national and local impact of the lock down on services.

How to support our customers during the lockdown.

How to deliver the stations key commitments during the lock down.

The board decided to

Work from home. To order enough equipment to allow those volunteers that could to voice track the stations output.

Broadcast official government information.

Support the Love Thy Penistone and Penistone Town Council initiatives.

To contact customers to reassure them we would be with them through the lock down and beyond. To update their advertisements as they wanted to reflect their services during the lock down.

To hold weekly meetings until the full impact of the lockdown was understood and being managed.

Meeting closed at 20:50 hrs

Next Meeting – date agreed for the **31st March 2020**.