

Minutes of a Board Meeting of the Penistone FM Board held remotely on the 10th of January 2023

Present: S.Dobson (S.D.) B.Robinson (B.R.) M. Sugden (M.S.) J. Ruston (J.R) A.Millner (A.M.)

The meeting opened at 19.15 hrs.

A.M. was in the chair for this meeting.

1.a Apologies – K.B.

1.b Minutes of Board Meeting – the minutes of the meeting held on the 6th December were approved.

1.c Matters arising –

There were no matters arising from the previous minutes.

Reports to Note – the reports issued were taken as read apart from the following points:

Station Directors & HR & Compliance Report Training & Development (M.S.)

Taken as read apart from:

M.S. – raised the question of how potential volunteers should contact the station. The board discusses and decided that we should have a new expression of interest form on the website.

Penistone Media Report B.R.

Taken as read apart from:

B.R. – reported to the board that the Dunford Parish Tractor run was filmed successfully. The video had a 4.4k reach with 2.6k views on Facebook.

OB Report (B.R.)

Taken as read apart from:

B.R. – reported that there had been technical issues with the PA at the lights switch. Adding that there was an issue with the access to the keys to open the power supply.

Action M.S. – to resolve the access issue.

Action B.R. – to fix the technical issues before the next OB.

I.T. – Webstreaming (A.M.)

Taken as read apart from:

A.M. – reported that the upward trend in on line listeners continued.

Fundraising – (A.M.)

Taken as read apart:

Advertising (J.R.)

Taken as read apart from:

BR – reported that an advertiser had told him they wanted to renew.

P.R. Social Media – (J.R.)

Taken as read:

Speech Com Prod (S.D.)

Taken as read apart from:

M.S. – reported that the station was getting good feedback and thanks from community groups for promoting their events

Community Engagement

Taken as read:

A.M. – reported back to the board on the progress he had made organising studio visits for various groups.

Technical Report – (B.R.)

Taken as read apart from:

BR. – reported to the board that the LED lighting in the studio has been installed.

Action K.B. to monitor electricity consumption pre and post the change.

AM. – reported that the Studio 1 and Studio 2 and Admin PCs had been air blasted clean. In addition the Bluetooth dongle had been replaced on the studio 1 internet PC.

H&S Report (B.R.)

Taken as read:

Finance Report (KB)

Taken as read:

3. Matters for Discussion –

Stocksbridge – (M.S. / A.M.)

A.M. – reported that the application to the Church Faculty for acceptance of the planning permission for the installation in the church was progressing.

A.O.B.

M.S. – reported that the work to reconfigure the reception and office space was progressing well.

M.S. – proposed we create a Newsletter to outline our plans in Stocksbridge. This would be for distribution in the Stockbridge area. Adding that J.R. had agreed to co-ordinate with a view to finalising the Newsletter by the end of March 2023. Directors to input comment.
The board discussed and agreed.

A.M. – No

B.R. – No

J.R. – No

S.D. – reported that he had received a request to interview a community group with a live audience. Adding that a venue would have to be found.
Action S.D. to progress and to report back.

Meeting closed at 20:34

Next Board Meeting – Tuesday 7th February – via zoom. 7.00 p.m.