

Minutes of a Board Meeting of the Penistone FM Board held by Zoom on the 17th of October 2023

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

The meeting opened at 19.05 hrs.
K.B. was in the chair for this meeting.

1.a Apologies –

1.b Minutes of Board Meeting – the minutes of the meeting held on the 18th of September were approved.

1.c Matters arising –

M.S. – reported he had spoken to our engineer and that he was going to get us a revised price for a service contract which includes repairs. Adding that the engineer was looking at a date in later October to move the areal on to a new pole. This is to reduce exposure to the wind.

Action M.S. to progress

Other matters arising will be discussed under the relevant agenda items.

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

Station Directors & HR & Compliance Report Training & Development, and Grant Fundraising (M.S. & A.M.)

Taken as read apart from:

A.M. – reminded the board that town councillors were visiting the station this Thursday. The board discussed and decided on their priorities for the visit.

Penistone Media Report B.R.

Taken as read:

OB Report (B.R.)

Taken as read apart from:

M.S. – reported that we had received another request to cover an Armistice Day event. He had to decline the request as we were already committed on that day. The board discussed the plans and equipment needed for that day.

The board also discussed the requirements for the 4th of November Bonfire Night OB.

B.R. – informed the board that the 2nd of December light switch on had moved to 5.15 p.m. and that we would need a generator for the Penistone Rally on the 9th & 10th December.

I.T. – Webstreaming (A.M.)

Taken as read:

Advertising (J.R.)

Taken as read apart from :

K.B. – asked if the board could discuss B.R.’s report on when the adverts were scheduled.
The report was discussed.

Action B.R. to adjust the schedule.

P.R. Social Media – (J.R.)

Taken as read apart from:

A.M. remarked that the 78% increase on Facebook reach was positive good.

Speech Com Prod (S.D.)

Taken as read:

Technical Report – (B.R.)

Taken as read apart from:

B.R. – reported that we had identified and eliminated the glitch that was bringing the system down at 2 a.m..

H&S Report (B.R.)

Taken as read:

Programming Report (B.R.)

Taken as read apart from:

B.R. – informed the board that the output was now scheduled to November

Finance Report (KB)

Taken as read apart from:

S.D. – reported that Tesco Mobile were awarding £20,000 this year and that he had put our name down in the draw.

3. Matters for Discussion –

B.R. – asked if we were going to produce Xmas Adverts from small businesses.
The board decided we weren't.

A.O.B.

A.M. – No

B.R. - No

J.R. – reported that people were putting tissues in the waste paper bin. The board discussed.

Action M.S. to inform volunteers that this needed to stop.

S.D. – No

M.S. – No

K.B. - No

Meeting closed at 21.00

Next Board Meeting on Monday 20th November on Zoom at 7.00 p.m.