

## **Minutes of a Board Meeting of the Penistone FM Board held on Teams on Tuesday the 11<sup>th</sup> of March 2025**

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

The meeting opened at 19.10 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 10<sup>th</sup> of February, were approved.

1.c Matters arising – these 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:

M.S. – reported back to the board that there were no new grant applications had been submitted since the last meeting. Adding that he and A.M. were developing an idea around training a group of 55 to 60 year old's and engaging them with different community groups with the aim to get them volunteering.

### **OB Report (B.R.)**

Taken as read:

### **I.T. – Webstreaming (A.M.)**

Taken as read:

### **Advertising (J.R.)**

Taken as read:

### **P.R. Social Media – (J.R.)**

Taken as read:

**Speech Com Prod Community (S.D.)**

Taken as read apart from:

A.M. – reported back that one of the people that had been interviewed was very positive about the station and the volunteers.

**Technical Report – (B.R.)**

Taken as read apart from:

A.M. – asked B.R. if the old satellite receiver had been examined and maintained.

B.T. – reported back that it had.

The board discussed maintenance work at the transmitter site and engaging the engineer on a maintenance contract.

The board agreed the work to be carried out and to continue negotiating a maintenance contract.

**Action M.S.** – to negotiate contract.

B.R. – reported back to the board on the latest engagement from B.T. on the change-over to their digital system.

**H&S Report (B.R.)**

Taken as read:

**Programming Report (B.R.)**

Taken as read:

**Finance Report (KB)**

Taken as read:

**3. Matters for Discussion –**

**M.S.** – maintenance of non-technical items. The board discussed the replacement of some items and the re painting of the unit.

The board agreed to replace the items over time and to aim to re paint by the end of the year.

**A.O.B.**

**A.M.** – none

**M.S.** – none

**B.R.** – none

**J.R.** – none

**S.D.** – none

**K.B.** - none

There being no further business the meeting closed at 20.34 p.m.

**Next Board Meeting on Tuesday 22<sup>nd</sup> April 7.00 p.m. by Microsoft TEAMS.**