

## **Apollo Bay Radio Meeting 13/2/2014: 6:30 Youth Club**

Meeting Started 6:36pm

**Attendance:** AT, CS, Pip C, RT, JS, BD, FN, Randall F, Phil, Ros, Allan, Steve, Caroline, Joe.

**Apologies:** Bob K (note attached below)

**Minutes** of 28<sup>th</sup> Nov:

- 1 *Readiness. Phone access. CD players. Painting Tuesday 3<sup>rd</sup> Dec.*
- 2 *OCR signal. Don't denigrate OCR.*
- 3 *Card received from Bob.*
- 4 *Memberships: Bryan, Allan to file.*
- 5 *Fundraising: raffles.*
- 6 *Programming: Blocks of music.*
- 7 *Rent: paid from 1/Feb.*

Accepted: BD, CS

**Correspondence:** from <http://www.apollobay.vic.au/>

**Reports:**

### **Technical:**

Please turn down headphones and monitor when studio is unattended.

Checklist to be published.

Presenters need to monitor levels.

### **Programming:**

*Minutes of Programming Committee Meeting Tuesday 11<sup>th</sup> Feb, 2014.*

*Present: Bryan, Anton, Joe, John S.*

- 1 **Discussion of schedule.** *Schedule to be ratified by meeting on 13<sup>th</sup>. And published (after trial period?).  
The guiding principle is to present distinctive, good quality programming.*
- 2 **Programming the Computer** *to play when studio is unattended.  
Joe to train Anton, Bryan very soon and eventually anyone who is interested.*
- 3 **Using digital library:** *discussion of filing, classification of music, process of importing albums.*

**Genres to build up in DJ:** Blues, Female Voice, Country, 70s/80s, Australian Rock, Bluegrass, Bubblegum.

- 4 **Playlists:** Presenters may create and save their Playlists as previously.
- 5 **Announcements.** We are still sorting out some sound quality issues on the production desk. For the moment, announcements will be live reads. See folder on desk.
- 6 **Pre-recording shows :** to be addressed in the near future.
- 7 **Monitoring Broadcasts:** Programming Committee to monitor first few weeks.
- 8 **Training:** current presenters to practise before shows. Joe, Anton, Bryan available to assist.

*New presenters: training to be one-on-one by negotiation.*

*New presenters to sit in with current presenters to gain experience.*

*14 studio hours recommended for training.*

**Next Program Committee Meeting: Tuesday 25<sup>th</sup> 8 pm.**

*Note suggested time. Please advise if inconvenient.*

### **Finance: attached.**

Need to buy Zoom.

### **Sponsorship:** thanks to John.

Please document announcements by initialing.

### **Business:**

- 1 Thanks to Anton, Steve, Joe for establishing studio. BD. JS.
- 2 Need to build from a low base of presenters, listeners.
- 3 Website Just click "Listen Now." Facebook Page? In meantime use Otway Community.

**Next Meeting Thursday March 13. 7:00 pm**

Appendix:

A note from the empty chair

I'm not able to join you for tonight's meeting.

Pease note that I will be available to record/produce as many station announcements as you need.

We are promoting the launch on The Community Website and look forward to installing a “play” button there.

I will be posting reminders on Facebook.

I can start my program next Friday - Feb 21.

I am there in spirit. The body is forced to meet other demands.

Sincerely

Bob Knowles.