



West Gippsland Community Radio Inc.

Dear Presenters and Members,

Welcome to the July edition of our **3BBRFM Email Bulletin**. Yes, you may have noticed that we are calling it an **Email Bulletin** from here on to distinguish it from the **Newsletter** which was produced, edited and published regularly by Lynn Wells for many years. What we have in mind is to keep the **Newsletter** going with 3 to 4 editions a year with a magazine style format featuring articles of interest to all our members, profiles of our presenters, contributions from sponsors, human-interest stories, puzzles and quizzes, and general information about developments at the station.

On the other hand, the **Email Bulletin** will provide more immediate information on what our people are doing, recent station activities and events, and information from our most recent Board meetings. It will be accessible on our Webpage too!

In this edition of the **Email Bulletin**, news from our Board meeting held 26th June 2019 is included.

We are continuing to put a big emphasis on improving our communication with presenters and members to ensure that they have every opportunity to become more involved and feel as though they can engage with the station as much as possible. Let us know what you think!

Presenter Skills Workshops

A third in the series of "**Presenter Skills Workshops**" was held at the Drouin Library meeting room. This was held on Saturday morning 22nd June to provide an opportunity for those presenters who have not been able to come to the weekday slots to participate. Thank you to all those presenters who attended. As with the other workshops, presenters found it very informative and a great opportunity to meet each other and share their knowledge and skills.

At this meeting, software and procedures for broadcasting the Community Service Announcements (CSA's) / Sponsors Messages (SPONSORS) / and Show Promos (PROMOS) via the computer were demonstrated. The pros and cons of three possible software solutions were discussed. The user interfaces (on screen layout) were displayed and explained and a simple straightforward one chosen as the preferred. A quick example of the use and audio quality of two programs allayed fears of complicated procedures! Even some of our "Non Tech Savvy" presenters were pleasantly surprised with the simplicity! For those who did not make it - you really ought to come to the next workshop!

The next step is to show, in much more detail, how to use the program for playing announcements for our SPONSORS, CSA's and STATION ID's. This will be a "hands on" experience that will also explain future capabilities once you have mastered the controls! There will be two training sessions lasting about one hour:

1. **THURSDAY 11 JULY - 6pm - DROUIN LIBRARY**
2. TBA after we find out who did not attend 11/7/19 and why and before 01 August 2019!!

The workshops are being held to prepare for the phasing out of the mini disc players as part of the Studio 1 refurbishment described below.

Sounds of West Gippsland (SWG)

SWG has been a core feature of our weekday programming for a very long time at the 3BBRFM and will continue to remain so while evolving in line with changing musical preferences of our listening audience. Within the overall SWG format we are building in the opportunity for individual presenters to add a little more of a personal flavour to their shows. Many daytime presenters are taking ownership of their slot by naming their program.

We are now encouraging presenters to seek donations/sponsorship for their programs and guess what Gavin Sayers has become the first presenter to obtain a donation. Garfield Picture Theatre gave a donation because Gavin popped in a promoted 3BBRFM. Well done Gavin!

3BBRFM Website, Facebook and Twitter

The station has a new Facebook and a Twitter account! Nicole Kennedy (member) has offered to manage these accounts so please use her email for all station and presenter news that can be posted on the media platforms. Given that the station's Facebook page is relatively new, the usage statistics are very heartening. Do not forget to check it regularly and "like" us.

Her email is: kennedynic@outlook.com

The appearance and usefulness of the 3BBRFM website has really improved in recent times and in the near future, the website will become more interactive. At the moment there is a blank link to programs, most of which do not have any information. So that Nicole can build up show info (blog), please send any pertinent content, including photos, show outline, videos, etc. to Nicole at kennedynic@outlook.com

Do not forget you always have the opportunity to have your say by emailing info@3bbrfm.org.au

Work Experience Application

Rhys is 17-year-old student from Neerim South Secondary College. He has a mild learning disability. Quote **"He loves music and everything about music - artists, songs, you name it."** He would be thrilled to attend 3BBR for some work experience. He is more than willing to sit in the studio, watch, and listen to each presenter. The proposed dates are from 22 July - 26 July inclusive. Attendance times between 09:00 and 14:00 or 10:00 and 14:00 whichever is most suitable.

His mother will provide transport to and from the station.

Programming and Production

Whether your time slot is within the SWG or in the evenings or weekends, you have the opportunity to develop your own special promo. A small production team has been formed to facilitate this exciting new direction. **EVERY** Thursday at 12:30 onwards, there will be either one, two, three or four people on hand to assist with your requirements. The production team can help with voice-overs, music, production of CSAs and other production work. Shortly you will not even have to come to the studio because you will be able to email your stuff to the production team. **We will tell you at the 11 July presenters' session!**

Angela Lia is continuing to do a great job coordinating the programming schedule. However, presenter should take note that when they will be absent and are unable to fill their normal time slot **it is their responsibility** to find a replacement presenter – not Angela's. Angela needs to be informed about who the replacement will be to update the schedule.

Gwen Baker having recently stepped down from her presenting role is continuing to support the station by doing the copy writing for CSAs. Very much appreciated.

Studio and Computer Upgrade

Because of power outage issues last month the Board has approved purchase of the 3 Uninterrupted Power Supply Units to cover our broadcasting equipment should there be further outages. These units provide a backup so that transmission can continue for a period of time in the case of power failures.

Following a request to the Shire for upgraded security lighting Shire Officers conducted an inspection of the premises and identified a number of workplace safety measures that we have addressed. These included general housekeeping matters, door locks, removal of accumulated “rubbish” from the mezzanine in the production studio, tidying up loose cabling and other electrical work which have been carried out recently at the studio.

Studios 1 and 2 are to be revamped to make their set up as close as possible to being mirror images of one another so that presenters will have minimal difficulty to adjusting to working in either studio should the need arise.

The refurbishments of Studio 1 will incorporate two new computers, monitors, stands and software to enable the Sponsors Announcements, Community Service Announcements and Station IDs to be automated through the computers. Improvements to the side cabinets, desk and console area are planned and carpet will be laid in the studio soon.

A deadline has been set to install all of the components into Studio 1 on or before 01 August 2019 and to remove all but ONE mini disk player on or before 01 November 2019 (or sooner if agreed by all presenters!).

Other Board News

We will be undertaking a review and revision of policies and codes of conduct to ensure that our policies appropriately deal with bullying, harassment, communication and on-air presentation.

We were fortunate to receive a donation of \$400 from the Yarragon Lions Club that is much appreciated.

Fund raising is vital to the 3BBRFM as the region’s Community Radio Station. The station held a Sausage Sizzle at Bunnings Warragul on Sunday June 23rd 8am to 4pm which was well supported. The net takings were over \$700, which will come in very handy given our need for funds to make recent purchases of electrical and computer equipment. We will be having more Sausage Sizzles at Woolworths, Coles or Bunnings in the future depending on available times.

We also rely very heavily on sponsorship to provide financial support for the station. A backlog of invoicing sponsors has now been cleared but some previous sponsors have gone and some have not yet paid. We will be terminating the contracts of those who have not paid. There is a strong need to recruit new sponsors and for presenters to be aware of the importance of keeping our existing sponsors happy. Sponsors are the financial lifeblood of the station. No sponsors – No Station – it is as simple as that.

Finally, I encourage you to check out the 3BBRFM website and Facebook Page. They are packed with information that is being up-dated frequently so it is well worth doing so.

The next meeting of the Board will be held at 2.30pm 24th July 2019. Members are welcome to attend.

A big thank you from the Board to presenters and all those members who are actively helping the station including a special mention to Gordon Shaw, Greg Lia, Gwen Baker, Andrew Clinkaberry, Rod Wellard and Angela Lia.

Best wishes for a speedy recovery to Lynn Wells and José Meyer and any other presenters and members who are experiencing illness and / or injury.

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