

## Agenda/Meeting Minutes

Please Add any items you want to discuss.

Date and Time: 26/10/11, 1900  
Location: Skype

In Attendance: Michael Perry, Dax Wood, Stuart Wood, Matt Capon and Chris Leyland, Dan Hamilton, James Goldburn

1. Constitution -
  - a. Dan Hamilton joined for this part of the discussion.
  - b. Discussions regarding the timing of NaSTA AGMs and different ways of engaging affiliated stations in the decision making process. Making sure that AGM agenda points are already being discussed by stations before the date. Exec needs to look into using the Internet to aid the decision making process. For the continuation of NaSTA new methods of communication must be developed.
  - c. To develop a list of key areas of the constitution that need to be looked at urgently.
    - i. rules regarding NaSTA Award Entries, particularly in terms of rule breaks.
    - ii. how does the appeal process work, what are the levels of authority? Use the man power of the host station and then if there are any issues of rule break, the problem shall be referred to the NaSTA executive.
    - iii. with a growing number of stations entering the awards, will we have to start shortlisting entries that we pass on to judges?
    - iv. to define what NaSTA stands for, what is it's essence? A mission statement.
    - v. the executive roles and subsequent responsibilities.
  - d. Lengthy discussion surrounding the rules of the same footage/content being used in more than one NaSTA award category.
  - e. Executive and associated parties to go away and discuss with as many stations as possible before the face-to-face meeting on Sunday 13th November 2011 in Leicester Students Union.
  - f. There have been stumbling blocks over the constitutional review due to communications issues between the executive, the returning officer and affiliated members.
  - g. James Goldburn joined in the discussion at 2040. Apologies for lateness, was presenting a live show at LSUTV. Updated by Chair.
2. Dan Hamilton and James Goldburn left the meeting after the discussion of the constitution.
3. FreshersTV Debrief -
  - a. Webform for stations to offer feedback on the whole process. It has the option of being anonymous.
  - b. Exec to be the vessel to push the webform.
  - c. there will be a skype conversation with the hosts of FTV - SUSUtv to come in the

next week.

4. Regional Meetings -
  - a. When is the best time for these? February once January exams are out of the way
  - b. What are the different NaSTA regions?
  - c. What would the purpose of the meeting be? Key speaker, a mini NaSTA weekend, inter-NaSTA competition, meet and greet, tour? Needs to be a pull for stations to attend.
5. Affiliation Plan -
  - a. Affiliation form testing can start from next Monday (31st October 2011)
  - b. Affiliation will be open on the 5th November 2011
  - c. The cost to stations will be 51p rather than the £2 whatever it was that PayPal would have charged us.
  - d. What information would we like from stations as they affiliate?
    - i. contact details; names, email address, phone number, also include a section - in one word, how can student television be improved?
  - e. Booklet and DVD.
    - i. How will we get the booklet printed? Can we send it as a PDF document?
    - ii. project is ongoing, but going well.
6. Conference update -
  - a. Exec have received conference information pack. Once it's been checked over it can start being sent to industry professionals.
  - b. Exec to start to recruit possible judges and keynote speakers.
  - c. NUTS have appointed Kat from NUTS as assistant NaSTA co-ordinator to aid Chris.
  - d. Date of ticket sales to be revealed in December - active promotion of release.
7. Dax's station surveys -
  - a. Dax to formalise the notes that are on laptop and to upload to exec.
8. Website update -
  - a. NaSTA has a wiki site, but it needs more content.
  - b. Work needs to be done on the structure of the site
  - c. Stuart has already been in touch with NaSTA members regarding content for the wiki
  - d. A great way to share information
  - e. Only concern would be the policing of the site
  - f. Stuart looking to get a web designer to smarten up the current NaSTA site.
9. Streaming server update
  - a. Stuart been in touch with Ja.NET
  - b. At the moment the project is looking at costing £12,000, and Stuart is writing a business proposal that can be sent to Vice Chancellors around the country and we can build a fund from university sources.
  - c. Discussion surrounding how stations can stream cheaply using resources available on the Internet.



10. AOB

- a. Chair to write agenda for the face-to-face meeting on the 13th.