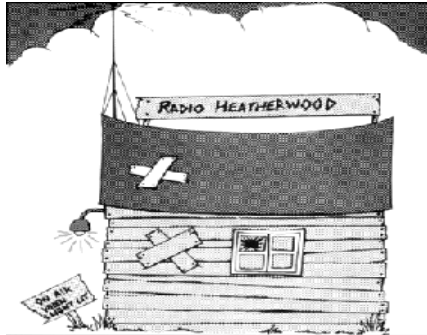


Subject: Radio Heatherwood Presenters Newsletters
From: "Secretary" <Secretary@radioheatherwood >
Date:
To: Radio Staff



The Radio Heatherwood staff newsletters took many styles and methods of production during its publications.

We have recreated an issue distributed by email to radio staff and also posted on the staff noticeboard.

This newsletter originally published as above date.

The only changes made to these emails have been the removal of personal phone numbers and email addresses.

Background Story to Email:-

Studio one comes back into service.

PJ Davidson-Smith Former Secretary

Subject: Good News Week Etc
From: "Secretary" <Secretary@radioheatherwood >
Date: 16/04/2001, 15:23
To: Radio Staff

Hi Guys & Dolls

Some news for you

Studio One Mixer

On Easter Saturday the faders for the mixer arrived by Securicor. This has allowed me to go to the studio today and complete the repairs for the Chilton mixer. Studio one is now fully operational. The cost of the replacement faders and some spares added £822 to the bill for the studio move.

The thermometer in studio one has been moved to below the sign to allow you to get to it easier.

Now that the studio is back on line it is important you leave the studio each night with curtains drawn and the windows closed. Studio One will suffer from large temperature changes as the outside temp warms up.

Temperature

At the league of friends meeting at the end of March I have asked the league to set aside some money to be used to improve the working temperature by some sort of cooling etc. It is important you record accurately the room temps as you arrive and just before you leave each night.

I have put all the readings into a spreadsheet, apart from two months nov/dec the temperature is on the rise. At present the average temp for each room is :-

Reception	70.2
Library	73
Studio 1	67.5 (This is low because we have not been using it for the last 6 weeks)
Studio 2	69.3
Engineering	70.9

When you leave each night make sure each internal door to each room is closed. I have found on occasions when visiting during the week, doors open or propped open. This adds to the overall studio temperature and is also not good for us if there was a fire. Close all internal doors please.

Studio Rotation

A reminder to all nights now, to use both studios during broadcasts and not use just one but In rotation, also presenters should not always do their shows from the same studio. We can even the wear & tear if we rotate.

Outside Light

The time clock which controls this has once again thrown a wobbly so we have taken it off the clock. The light will come on during any night time hours any day.

Broken Tell the Engineer ?

A reminder if you break something tell me I Don't Bite and at least I can repair/replace it!!!!

Studio 2 Mini-Disc

Last week on Tuesdays the no 2 machine was stuck with a disc unable to eject. I have recovered the disc and the machine seems to be ok. I have no idea why this threw a wobbly, but please take it easy when trying to load discs or ejecting. They are slow in carrying out those functions TLC Please.

Sticky Fingers

When we have finished eating our crisps/ chocolates, donoughts. Please wash your hands, there is nothing worse than going on the mixer to find faders etc are all sticky.

Headphones

I have today put in the final pairs of the Beyers DT100's all other headphones have been removed. Sorry Ladies & (Roge) it might mess up your hair but they are the recommended headphones for our mixers.

That's all for now

Happy Easter

PJ

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