



# Meeting Minutes

*7<sup>th</sup> March 2012*

**Venue:** Royal George Hotel & Bar

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**Present:** Robert Hughes (RH), Margaret Decker (MD), Andy Webb (AW), Paul Collins (PC), Lee Bradshaw (LB), Dave Farrell (DF), Steve McCarthy (SMc), John Farmer (JF), Ben Shave (BS), James Mathie (JM).

**Apologies:** Helen Lees, Joe Turner, Andy Munro, Ray Tomkinson.

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### 1) Minutes of last meeting

All attendees agreed that the previous meeting minutes were correct.

### 2) Matters arising

No matters of urgency were raised.

### 3) Registration (led by Margaret)

- MD informed the steering group that the Trust had been officially registered and had received a registration number.
- It was pointed out that the most urgent matter that now needs to be addressed is the membership form.

#### A) Share certificate

- The group discussed details regarding a share certificate for future Trust members, though all agreed this was a matter of low priority at this stage – AW volunteered to come up with a rough certificate design should it be requested.
- The group discussed moving from an informal steering group to a temporary interim Blues Trust board.
- LB outlined concerns about taking up secretarial duties – MD agreed to take up the role on an interim basis, relieving the position of treasurer. RH suggested that Ray Tomkinson may be interested in taking up this position and that this should be inquired about at the next meeting.

#### B) Bank account

- MD raised concerns regarding current bank (Co-op) – such problems including slow and lack of willingness to reply were noted. MD suggested that we should consider opening an account with the Unity Trust bank, who seem to want our custom – a Unity Trust booklet was

passed around all attendees.

- MD proposed that we open an account with Unity Trust Bank and there was unanimous agreement to the following resolution:

1. We wish to open an account with Unity Trust Bank plc (“The Bank”) and produced to the meeting a copy of the Bank’s terms and conditions for operating an account;
2. The Bank’s terms and conditions are approved and we appoint the Bank as our bankers;
3. The Bank’s terms and conditions may vary from time to time and we agree to be bound by them;
4. The Mandate for the operation of the bank account, payment instructions and banking services be provided to the Bank by persons authorised to do so in accordance with the Bank’s procedures;
5. The Bank is entitled to rely upon this mandate until it receives a later mandate amending it;
6. The Bank will be provided with a copy of the registration documents;
7. The committee members acknowledge that they shall be jointly and severally liable for any liabilities of the Society to the Bank.

### **C) Supporters’ Direct**

- All attendees agreed that the Trust would join the Supporters’ Direct set-up. The membership cost for the first year is free and currently stands at £50 for the second year, though JM mentioned that this may increase slightly in the future. JM also outlined the benefits of joining Supporters’ Direct.
- MD informed the group of a regional meeting taking place in Telford on March 23rd and noted that attending such events would be of benefit to the Trust and its members.

## **4) Membership**

### **A) Logo**

- AW provided details on handouts of the current Trust logo and an explanation as to why there are no legal obstacles with regard to its usage – all present agreed that the Trust was to continue using the current logo.

### **B) Membership form**

- MD raised the point regarding membership form designs, offering a rough template for the group to view using a tri-fold design.
- It was agreed that AW and DF would prepare a design(s) ready to present to the steering group in two weeks time, with PC to assist where deemed necessary.
- PC suggested using a photo of St. Andrews as a potential background image – this was accepted by the group as a good idea as too much text became difficult to follow.

### **C) Open meeting/venue**

- SMc outlined details of the venue obtained offered to the Trust located on Broad St.
- The steering group confirmed that the open meeting will be held on April 7th before the Crystal Palace home match.

- The steering group also agreed to meet on March 21st with the sole agenda focusing on the open meeting – it was agreed that PC will speak at the meeting and RH will chair.
- PC urged the steering group to maximize fan input and interaction – everyone in attendance agreed.
- JF is to contact Paul Devlin as a potential attendee/speaker at the April open meeting.

#### **D) Public Relations**

- SMc informed the group of contact with an individual who runs the “Wake up Blue” website, who had expressed interest in getting involved with the Trust.
- It was agreed that LB would replace DI in the undertaking of all PR alongside CS and all future PR and communications would go through the two.
- It was also agreed that the PR and communications working groups would be combined. AW noting he won’t be participating in PR duties – LB to confirm with CS of his support of the group’s decision.
- LB to be given access to moderate future comments on the Blues Trust website as and when necessary.
- The steering group agreed to improved methods of social networking via the use of Twitter and Facebook.

#### **E) Open meeting agenda**

- RH to draft up a rough open meeting agenda for constructive criticism provided on both the Blues Trust board and at the next meeting on March 21st.
- A PayPal function is to be finalized and be ready to be implemented by the next steering group meeting – AW to sort.

#### **5) Any other business**

- DF to circulate contact details to the group.
- The steering group offered their thanks to Daniel Ivery to be noted in the minutes for all his input and his subsequent decision to depart the group.
- SMc raised potential legal issues to Supporters’ Direct – JM responded and confirmed Supporters’ Direct do have a legal arm, Cobbetts solicitors.
- Trust statement to be drafted up by LB and CS regarding recent local media articles and to be published on bluestrust.org.

#### **6) Next meeting**

- Wednesday 21st March, 7pm @ the Royal George.
- JM cannot make the meeting – BS will be in attendance.