

Blues Trust Meeting Minutes

12 July 2014

Venue: Emma Hodgson's home

Recorded by Margaret Decker

Meeting started at 11.00 am

Board members present: Steve McCarthy (SMc), Lee Bradshaw (LB), Peter Bull (PBU), , Margaret Decker (MD), Emma Hodgson (EH),

Apologies: Phil Brown (PB), David Farrell (DF), Adrian Giles (AG)

1. Minutes

The minutes of the meeting on 14 June 2014 were accepted as a true record.

2. Matters arising

There were no matters arising.

3. Reports

- a. **Secretary's report:** there was no report as the secretary position is vacant.
- b. **Treasurer's report** was accepted.
- c. **PR & Media report** was accepted.
- d. **Marketing report:** there was no report as the marketing position is vacant.

4. Strategy Day Presentation

As AG was unable to be at the meeting, he had sent materials to SMC and these will be circulated and discussed.

5. Website

PBU has continued work on CiviCRM and is still anticipating changing over to the new system in September. He will also experiment with putting videos on the site.

6. Side policy review

It was agreed to keep the existing *Disciplinary Policy* with just one minor change in the Introduction, changing the reference to the Financial Services Authority to the Financial Conduct Authority to reflect that body's change of name.

7. Annual General Meeting Planning

It was agreed to hold the AGM on the morning of a match day and November 8th, the day of the Cardiff game, was set as a tentative date. MD will contact members of Cardiff City Supporters Trust to see if one of them who is coming to that game would be willing to act as chair of the Election Management Group. In previous years there has been some difficulty in appointing an independent chair of the EMG so MD will also contact Jackie Forster of Supporters Direct to check if it would be acceptable to change our election rules to (1) allow a trust member to act as chair of the EMG, providing he/she was not on the board or closely connected to anyone putting up for election and (2) in the absence of a secretary, allow one board member to be in the EMG.

SMC and LB will be responsible for the logistics planning for the AGM, booking the room and contacting possible speakers or other attraction.

8. Newsletter update

Three newsletters have now been sent out. SMC requested that each board members contributes an article for each newsletter, either something they have written themselves or a link to an article they think should be included.

9. Transfer of membership duties

At the end of the meeting, LB showed MD and PBU how he transferred data from gmail messages to our database and updated membership information. MD will be helping to do this work and PBU needs to understand the system because he will be transferring the data to a CiviCRM database once he has that up and running on the site. MD offered to send out emails from InTouch to acknowledge receipt of membership fees etc but it was agreed that LB should continue to send out these messages using Mad Mimi and, as it was too complicated to hand this over to MD at present, she would send him the list of people who have joined or renewed their membership and he would send out the messages.

10. Fresh ideas

SMC suggested that every board member try to recruit one new trust member each month. He also suggested that we plan to attend a game on Non-League Day, September 6th. EH will find out which local non-league teams are playing at home on that day.

11. Proposal

There were no other proposals made.

12. Supporters Summit

SMC, DF, EH and LB will attend the SD AGM on July 25th and the Supporters Summit on July 26th and MD will go to the Supporters Summit on July 26th.

13. A.O.B.

- a. EH had received information on a new app, which she will forward to Andy Walker.
- b. SM and DF will be meeting with Ian Dutton about a proposal to open a fans' bar. The club can't afford to do this at present and DF is working on arranging sponsorship to get something done so that ordinary fans can have a place to meet.
- c. EH will interview Jon Darch about Safe Standing.

Meeting ended at 12.30 pm.

Signed _____ Chair

Date _____