

## **Minutes of Blues Trust Board Meeting**

Monday 20<sup>th</sup> July 2015

Recorded by MD

Venue: MS's house

Meeting started at 7.15 pm

Board members present: Margaret Decker (MD), Peter Bull (PB)

Board members not present at meeting who voted via email: Emma Hodgson (EH) and David Farrell (DF)

Others in attendance: Mark Sutton (MS), Richard Stanley (RS), Gabriel Sutton for a short time at the end of the meeting (GS)

### **1. Minutes**

The minutes of the meeting on June 3<sup>rd</sup> were approved.

### **2. Matters arising**

There were no matters arising.

### **3. Proposals**

It was noted that the following proposals had been approved by an email vote.

- a. that the changes suggested by MD be made to the draft annual report and financial statements and that the amended report be approved by the board.
- b. that MD be authorised to have Blues Trust business cards printed using a monochrome version of the logo if that is cheaper and/or easier than using the colour version.

### **4. Reports**

#### **a. Chair and secretary**

There was some discussion on MD's plans, which included conducting a survey and writing to the club.

#### **b. Treasurer and website**

PB presented accounts for June and explained that the £260 in the deferred income account was deferred income for the whole year and not just the month of June. It made the operating profit look high but it was simpler to transfer one amount for the whole year than to transfer smaller amounts each month.

PB will archive the BIHL story on the website.

#### **c. Mission statement**

MS has made some changes to the mission statement in response to comments received. It will be updated on the website.

#### **d. Plans for summer**

The issues and possible activities on the report were discussed. RS will update the list in line with decisions made on what could be done and what was not possible due to limited time and resources.

MD will write to lapsed members by the start of the season. PB will work on displaying and automatically updating the number of members on our website. RS will draft some articles for the website and PB will assign him contributor role on the website. It was noted that non-controversial articles do not need the approval of the board but it is desirable for the author to get another person to look at an article before it is published on the website.

e. MD explained the process of planning the Annual General Meeting (AGM) and election of board members. The Election Management Group (EMG) is designed to ensure that the board and candidates for election cannot exert undue influence on the result of the election. The EMG consists of three people: an independent person who is not a member of the trust acting as chair, the secretary or a board member who has access to membership database and a member of the trust who is not a serving board member. MD's two-year term of office will end at this year's AGM. Since candidates cannot play any part in determining the composition of the EMG or be a member of the EMG she will not be able to help run the election if she is a candidate. AGM dates were discussed and November 21<sup>st</sup>, before the home game with Charlton, was one possibility.

**f. SD meeting and Supporters Summit**

RS and MD reported on these meetings that they had attended in Manchester on July 17 and 18.

**5. A.O.B.**

GS joined the meeting. He said that he was not interested in standing for election to the board but was willing to help in other ways such as giving feedback on mission statement and policies.

**6. Date of next meeting**

MD will set the date of the next meeting taking into consideration the dates when people will be away on holiday.

The meeting finished at 9.30 pm

Signed \_\_\_\_\_