

**Exeter City Supporters Society – Trust Board Meeting
Trust Board Meeting Minutes Part A
Meeting held at St James' Park 13 March 2017**

Trustees present:

Martin Weiler (Chair), Elaine Davis, Paul Farley, Clive Harrison, Peter Holding, Pete Martin, Matt Phillips, Paul West, Neil le Milliere, Sean Devine

Officers present: Steve Chudley, Graham Deasy

Apologies: Laurence Overend, Alice Cook

Item No	Item
17/03/A1	<p>Trustee update The Trustees acknowledged the resignation of John Kanefsky. They recorded their sincere thanks to John for his invaluable and knowledgeable input to The Trust and its business. The Trustees were pleased to note that JK would still play an active role on The Gates Committee</p>
17/03/A2	<p>Minutes of meeting on 13 February 2017 The minutes were unanimously approved and signed as a correct record.</p>
17/03/A3	<p>Matters arising It was noted the wording relating to the approval of the filming and publication of Trust events had been amended.</p>
17/03/A4	<p>Away Day The notes of the 'Away Day' had been circulated and the Working Groups were asked to review and update their respective Action Plans, the purpose of which is to identify their own list of priority actions/targets which they can deliver on.</p> <p>The list should further identify matters which the TB ought to consider adopting as a strategic priority for the Trust as a whole (eg be part of the 5/6 priorities for the year)</p> <p>The WG's were asked to report back on this matter at the next TB meeting.</p>
17/03/A5	<p>Report from Working Groups i. Finance & Governance Group The following papers had been circulated prior to the meeting</p> <ul style="list-style-type: none"> • Report of Finance and Working Group to Trust Board • Approved minutes of FGG Meeting of Tuesday 7th Feb 6pm • Draft FFG Minutes of meeting of 7th March 2017 • FFG Interim Business Plan • VAT Status – March 2017 • JDs & Goals <p>It was reported that an Updated Action Plan had been drafted.</p>

	<p>ii. Ownership Working Group (OWG) The scheduled meeting of the Group had had to be postponed. It was recognised that OWG, needed to appoint a new Chair and recruit further members and volunteers in order to fulfil its' commitments effectively. Whilst acknowledging the importance of achieving the correct skill-set on the WG, it was felt imperative that a pro-active recruitment campaign was undertaken to attract help in areas such as:</p> <ul style="list-style-type: none"> * IT * Web and social media * Design and Marketing * General admin * Helping run Trust stall on match days <p>MW agreed to draft a recruitment 'advertisement'</p> <p>The following papers had been circulated prior to the meeting</p> <ul style="list-style-type: none"> • ECFCS Trust Corporate Membership Register • Membership Summary Jan 2015 - Feb 17 • Trust Membership Banking Report <p><u>On-line Membership</u> NleM agreed to liaise with the Club regarding on-line membership issues</p> <p>iii. Community A paper highlighting the achievements of the Community Group 2016 – 2017 had been circulated by email to the TB on 12th March 2017</p> <p>The Community Group had also identified its priorities for the coming year to be:</p> <ul style="list-style-type: none"> • To promote the Trust and Club as a Social Enterprise • To actively engage with local community organisations and partnerships • To encourage and work with national football organisations • To work with and support Exeter City Supporter Groups • To promote the heritage of Exeter City • To promote equality, diversity and inclusion <p>iv. Communications & Engagement Group The last meeting of this group was on 7th Feb and the next one is scheduled for 23rd March The policies & procedures approved at the last TB meeting were being implemented.</p> <p>The advertisement for Web and Social Media Officer vacancy will appear in the near future. The TB recognised the value of the work undertaken by Martin Lawrence & Bernadette Coates and expressed their appreciation.</p>
17/03/A6	<p>Request for Unbudgeted Expenditure (CH) Unanimous approval was given for £50 expenditure relating to prizes/pens for the Junior Grecians / Club Easter Family Bingo event on 12th April.</p>

17/03/A7	<p>Foundation Legality (NleM) It was reported that Exeter City Foundation incentive scheme draw had been reviewed and amended to ensure legislative compliance.</p>
17/03/A8	<p>Chairman's Report It was agreed to send a letter of support to the Leyton Orient Fans' Trust</p> <p>Trust Forum Review It was reported that 50+ attendees were at the Trust Forum on 6th March to listen and question both Paul Tisdale & Adey Saunderson, who were the speakers. ED was thanked for organising and Chairing the evening.</p>
17/03/A9	<p>Corporate Governance Code (MP) Papers previously circulated: Corporate Governance Proposal FRC's - The UK Corporate Governance Code FRC's - What constitutes an explanation under 'comply or explain'?</p> <p>Discussions took place regarding which governance model would be fit-for-purpose for the Trust Board & Club Board.</p> <p>The TB voted to refer the proposal to the Governance Group and for them to take this matter forward and to review and recommend a Governance Manual, taking into account, where appropriate, the UK Governance Code.</p> <p>The voting for this resolution was: For: 6 Against: 1 (PH wished his objection be recorded) Abstentions: 2</p>
17/03/A10	<p>Checktrade Trophy - Review and views The EFL were reviewing the Trophy and the options for the 2017/18 season. The TB noted that at the November 2016 Trust Forum, the members/fans present overwhelmingly expressed their dislike of the competitions' format adopted in 2016/17. The options for 2017/18 season are expected to be voted on at the EFL meeting on 11th April. The TB to invite comments from Fans/Members prior to the vote and will discuss this matter at their next meeting (10th April)</p>
17/03/A11	<p>Part B Summary <u>Redevelopment</u> The Trust Board received an update on the plans for the redevelopment of St. James Park</p>

	<p><u>Ticket sales for the away match at Plymouth Argyle on 11th February 2017</u></p> <p>This matter has been reviewed by the Club. The TB want the Club to ensure the Customer Charter is rigorously adhered to in future and for an apology to be issued to all fans but in particular to Trust Gold Members.</p> <p><u>Business Plan</u></p> <p>An interim Business Plan to be with the TB by end of March A full Business Plan for 2017/8 would be available in good time for the Trust AGM</p>
17/03/A12	<p>Any Other Business</p> <ol style="list-style-type: none"> 1. Contingency plans for Trust Officer absences were not in place. <ol style="list-style-type: none"> a. The TB undertook to ensure that appropriate back-up plans for all positions would be developed. 2. Gala Ball – 30th April <ol style="list-style-type: none"> a. The TB agreed to take a table and host the Young player of year and his guests. 3. On Thursday 23rd March (1.00pm – 5.00pm) former City player, Graham Rees, will be in the Grecian Centre to talk about his time at the club in the 1950s and 1960s. This is the penultimate event in the year-long Heritage Lottery Fund backed History of St James Park project. <p>There being no further business the meeting closed at 9.50 p.m.</p>
17/03/A13	<p>Date of Next Meeting</p> <p>Monday 10th April 2017 at 6.30pm in the Board Room at St James Park</p>