

**Minutes of the Board of Society Meeting (Part A)****Venue:** St Sidwell's Community Centre, EXETER**Date:** 8<sup>th</sup> July 2014; 18:30**Members Present:**

Neil Le Milliere (NLM), Richard Clutterbuck (RC1), Bernadette Coates (BC), Andy Bratt (AB), Elaine Davis (ED), Peter Holding (PH), Laurence Overend (LO), Paul Farley (PF), Martin Weiler (MW); Roger Conway (RC)

**Officers Present:**

Andy Beer (AB1), Nick Hawker (NH)

**Apologies:**

Anthony Smith; Alice Cooke

**Members Present:**

Lez Miller, David Hitt, Martin Lawrence

**i. Agenda (Part A)****A/01 Apologies**

Apologies were received from Alice Cooke and Anthony Smith

**A/02 Minutes (Part A) of Trust Board Meeting – 21<sup>st</sup> May 2014**

Acceptance of the Minutes was:

**Proposed by: Neil Le Milliere**

**Seconded by: Elaine Davis**

**For: 9**

**Abstention: 1**

**A/03 Matters arising from previous Minutes****i. Memorial Gardens:**

PF requested that he be able to continue with the purchase of the memorial stone as noted at the last minute. Other quotes were difficult to come by that were, in cost, of any difference.

Proposal to continue with existing quote:

**Proposed: Paul Farley**

**Seconded: Elaine Davis**

**For: 8**

**Against: 1**

**Abstention: 1**

**ii. Exeter Ladies:**

MW advised that the Exeter Ladies team were under discussion around being brought under the FITC banner. This was yet to be decided but, for the moment, alleviated the financial concerns raised during the previous meeting.

**iii. Ownership & Membership Working Group**

RC advised that software introduced to assist in the reconciliation of standing orders to the Trust had been incorrectly advised upon. A solution was being sought with the providers and suitable compensation (by way of reduced or a period of free licence) was being discussed.

**iv. Light Up the Park**

ED advised that this currently stood below £8k. A total of £37k was required. EXEWEB advised that they would promote the campaign.

RC noted that the Club had requested additional time for installation and that this was currently being considered.

**A/04 Reports from Sub-Boards & Working Groups**

**i. Finance & Governance Working Group**

LO commented that it was essential that we ensured our own book-keeping house was in order. RC1 would investigate the current position with Anthony and would liaise with NH who was currently holding a large number of bank statements.

**ii. Trust Ownership & Membership Working Group**

Proposal to purchase ball boy/girl kit for season 2014/15

**Proposed by:** Andy Bratt  
**Seconded by:** <not required>

**For:** 9  
**Against:** 1

**Brazil Day:**

This was making good progress (leaflets were available to the meeting) but there was still a need for volunteers. The meeting extended their congratulations to Andy Bratt for his excellent work.

**Membership Drive:**

AB suggested that it might be pertinent to launch a drive among members to raise money, especially given a number of recent offers. This would be considered in more detail.

**iii. Trust Community Working Group**

PF noted the extremely busy period for the Community group. In the coming weeks there would be:

- i. play;
- ii. the book launch;
- iii. OGO 5-a-side tournament

AB noted the positive exposure to the Club throughout Exeter that these things were providing.

**iv. Trust Communications**

NLM noted that Dan Wiseman was hoping to create a DVD of the Clubs visit to Brazil. This required financing and pre-orders of the DVD could be made at reception in advance.

LO commented on his meeting with Richard Dorman. He had seen sample programmes covering Clubs with Trust organisations. The best of these were from Newport County. He told the meeting that there would be no problem with moving our content to earlier in the book.

ED enquired about match-day programmes for the friendlies with a view to promoting LUTP. RC commented that the Reading programme (team sheet style) had already been produced.

Guest Lez Miller noted the issue around the Trust e-mail. There were numerous accounts and a small working party would be created to rationalise these.

**A/05 Item for Discussion & Decision****i. AGM**

The date for the Trust AGM was set for 11<sup>th</sup> October 2014 (pre Hartlepool game). NH would contact Patrick Cunningham (Phoenix Theatre) with a view to using their venue.

LO reminded that financial statements would need to be compiled and audited in advance of the AGM. RC1 would handle this.

**ii. Trustee Elections****Trustees who term expires this year:**

Roger Conway; Laurence Overend; Andy Bratt; and Bernadette Coates

In terms of available Trustee places:

**Proposal that there should be 7 vacancies making 12 elected positions:**

Proposed by: Neil Le Milliere

Seconded by: Paul Farley

An amendment to 5 vacancies was proposed by MW and was accepted:

For: 8

Against: 1

Abstention: 1

It is noted that 5 vacancies would be offered at this year's elections.

The reduction in the number of vacancies reflected the need to stagger the expiry dates of Trustees terms, the intention being that additional vacancies would be made available next year.

In relation to the election process RC1 would investigate possible postal options in terms of delivering the documentation to members. NH would organise the timetable and speak with printers to prepare documentation. LO would speak with John Street in order to confirm his availability to act as the Returning Officer.

AB and BC offered assistance to NH which was gratefully accepted!

The Ownership & Governance Working Group would investigate debate and propose a rule amendment that would aid the avoidance of Trustee terms creating constitutional issues going forward.

**A/06 Any Other Business**

LO commented on a member's application for the role of Trust CEO. The TB decided that this role was no longer required.

NH raised the issue of the Survey Monkey subscription. It was decided that until such time the advanced facilities were required this would not be renewed.

On the matter of SD elections the TB elected NLM to cast its vote as he felt was appropriate.

NH noted that he had received a quote from the Trusts insurers around increased liability insurance. He would pass this information to the TB via e-mail.

**A/07 Date of Next Meeting**

<TBA>