

Trust Board Meeting Minutes – Part A

19:30 – 4th November 2014, St James Park –Tribute Room

Trustees Present:

Laurence Overend (LO), Martin Weiler (MW), Paul Farley (PF), Peter Holding (PH), Neil Le Milliere (NLM), Elaine Davis (ED), David Hitt (DH), Peter Martin (PM), Richard Clutterbuck (RC)

Officers Present:

Alice Cooke, Andy Beer, Nick Hawker

Guests:

Roger Bibby

Apologies:

John Kanefsky

LO recorded the TB's sadness at the passing of ex-City player Arnold Mitchell. The TB passed on its condolences to the family and thanked Trustee Paul Farley for attending the funeral.

A/01 Apologies

An apology was received from Trustee John Kanefsky.

A/02 Approval of minutes from 15th October 2014

Acceptance of Minutes

Proposed: Elaine Davis

Seconded: Neil Le Milliere

Unanimous

A/03 Actions Arising from the Previous Meeting

i. Club Shop / Alistair Yates

PF had e-mailed Alistair but had not had a reply. He would do so again and also speak with Julian Tagg about possible contact.

ii. Wheel Chair Bays (see A/06)

iii. AGM Resolutions / Supporters Direct (see A/05)

iv. Adrian Hitchcock

LO advised that he had invited Adrian Hitchcock to write a proposal on how he might assist with capital projects. He had received a response on 3rd Nov. and had not had the time to digest the content prior to the meeting. However, he believed that Adrian's main interest was in the ground redevelopment. He had referred Adrian to MW.

A/04 Reports from Sub-Boards & Working Groups

i. Finance & Governance

PH and RC referred to the paper provided. RC confirmed that the year-end accounts were now with the auditors and that, accepting the unexpected; felt that they would be ready for the Adjourned AGM. RC confirmed that Tamsin Braund would present the accounts to the meeting.

The TB had recently voted on the acceptance of a 'Financial Procedures' document; however, NLM had raised valid issues around certain points that were being revisited.

LO asked about the status of current bank account reconciliations. RC confirmed that these were in hand. NH to pass on statements collected from reception at the Adjourned AGM.

a. Governance

LO explained that there were 3 matters upper most in his mind.

- 1) How do people get on to the Club Board;
- 2) What are the reserved matters (e.g. what actions require board approval – loans, legal action, hiring & firing)

3) How is a new Chairman appointed?

His priority was to get the TB elected folk onto the Club Board in order to attend the December meeting. He questioned if this should go through the Club Board appointments committee. The TB felt strongly that this should not happen and that election by the TB should stand as judgement enough on the suitability of those elected.

There followed much debate on the issue of the '6 year rule' which, in theory, would limit the time a Trustee could sit on the Board to their time as a Club director. This could result in the loss of continuity and indeed, in a valuable skill. No conclusion was drawn but an acknowledgement of the difficulties it presented was accepted.

ii. **Trust Ownership & Membership**

ED referred to a paper she distributed at the meeting (not included in the meeting pack). She confirmed that the new floodlights would be erected on the 10th November in time for a plaque and announcement to be made at the Shrewsbury game. In respect of the pitch presentations, etc. MW advised that ED should speak with Richard Dorman now to get arranged.

a. **Raising Trust Profile**

ED spoke of consolidating communications to assist in raising the Trust profile both locally and nationally. A meeting had also been arranged to attempt a new membership drive.

b. **Club Draw Lottery**

PM and ED had met with both Justin Quick and Julian Tagg in respect of a new lottery. Both liked the idea. It was felt that the 'Foundation' could be transferred to it. The next step was to present this to the Grecian Groups forum. It was noted that currently FITC use some of the proceeds from the Foundation lottery to purchase match day tickets for children who would attend with their 'paying' parents. This returned money into the Club. Some thought would be required as to how this might continue.

iii. **Community**

PF referred to the papers provided.

a. **Club Directory**

PF suggested that this should be passed on to the Ownership Group. ED agreed.

b. **Memorial Garden**

The unveiling was planned for the 11th November – further details to follow.

c. **Essence**

MW referred to a meeting taking place on 20th November. This organisation was seeking to get 'Social Enterprise' status for the City (of Exeter) would could bring added benefits to the Trust.

d. **Gates**

PF referred to his document on gates and reassured the meeting that these were now ahead of predictions. The game against Luton Town had realised revenue that would normally be achieved over two games.

iv. **PR & Communications**

a. **Director for the Day**

AC pointed out that when she had won the 'Director for the Day' she had had her photograph taken by Andy Gillard, which was sent on to her. This no longer happened. AC had asked Andy Gillard but he was too busy. It was felt that maybe the Trust representative could take this photo. However, NLM felt that this should be a matter for the Club to resolve.

b. **Trustee/Officer Biographies**

LO asked if everyone could review these (from the WEB site).

c. **WEB Site Postings**

MW asked if AB could notify the TB when he made postings to the WEB site.

d. **Grecian Calendar**

DH asked about the updating of the Grecian Calendar. PF explained that this was not a Trust responsibility other than to keep it updated with TB meetings, etc.

A/05 Adjourned AGM

NH confirmed that the wording of the resolutions had now been agreed. The meeting had been advertised in the Trust newsletter, on the notice board, and on the Trust WEB site. ED and Andy Bratt had offered to assist in the setting up.

PH said that he would invite TB auditor, Stephen Bright, to the Adjourned AGM.

A/06 Wheelchair Bay Advertising Boards

To finance: Panels along main railings (1 panels 1 @ 5240mm x 750mm & 1 at 4000mm x 750mm). Gloss laminated digital print onto 3mm aluminium composite. To be cable-tied/screw-fixed onto railings

£394.00 £78.80 £472.80

Proposed by: Elaine Davis

Seconded by: Paul Farley

For: 8

Against: 0

Abstained: 1

A/07 Supporters Direct Membership Re-newel (£100 + £100 donation)

Proposed by: Martin Weiler

Seconded by: Paul Farley

For: 7

Against: 1

Abstain: 1

A/08 Trust Indemnity Insurance

To re-new insurance at existing rate - £250,000 indemnity @ £170

Proposed by: Elaine Davis

Seconded by: Neil Le Milliere

For: 7

Against: 1

Abstain: 1

A/09 Supporters Direct Elections

NLM encouraged the TB to become more involved with 'Supporters Direct' by standing for election to the District Council. Peter Martin said that he would be interested in standing and would ask an SD representative at Reading to propose him. NLM reminded that the TB would need to have renewed their membership before the nomination could be made.

A/10 Any other Business

i. Living Wage Proposal

LO would ask the Club Board around this whilst NLM would get additional information from FC United.

ii. Financial Fair Play

Roger Bibby asked in there was any further information regarding this. PH said he was discussing this with the Club.

iii. Disabled Supporters Xmas Draw

ED asked if anyone from the TB or their family or acquaintances could assist in selling draw tickets. The proceeds were being shared with the Trust.

iv. Seniors Party

PM advised that the Supporters Club were funding a seniors party on 11th Dec.

v. Strategy & Visioning

DH offered to revisit the Trust strategy document and the 2012 audit. He requested thoughts on visioning – LO stated that his was very simple and should include 'Football', 'Community' and 'Engagement'. DH asked the TB to submit possible vision statements.

A/11 Date of Next Meeting

Friday 9th January 2015

Meeting ended at 21:25.