

Exeter City AFC Supporters Society - Trust Board Meeting
24th October 2016

Trust Board Meeting Minutes – Part A

18:30 – 24th October 2016, St James Park – Board Room

Trustees Present:

Laurence Overend (LO), Elaine Davis (ED), Paul Farley (PF), Neil Le Milliere (NLM), Martin Weiler (MW), Paul West (W), Clive Harrison (CH), Peter Martin (PM), John Kanefsky (JK), Peter Holding (PH), Matt Phillips (MP), Sean Devine (SD)

Officers Present:

Steve Chudley (SC), Alice Cooke (AC), Nick Hawker (NH)

A/01 Apologies

Andy Beer

A/02 Election of Trust Chair

Proposal: To elect Martin Weiler

Proposed: Peter Holding

Seconded: Paul Farley

Carried

NB The Trust Chair will automatically assume the Club Board position in place of the of retiring Chairman. One of the Group Leads will deputise at Trust meetings if the Chair is absent.

A/03 Approval of Minutes from the 6th October 2016

Subject to a change to A/04i (b) – correct “OCR” to “OTR” and substitute “PF said although the history and shareholding of OTR was well known, he would seek clarity with reference to who is owed exactly how much.”

Proposed: Elaine Davis

Seconded: John Kanefsky

Carried

A/04 Actions Arising from the Previous Meeting

NLM raised the issue of programme sales from the Club Shop which had not been fully explained in relation to where the revenue was attributed. LO to pursue.

In relation to Heritage Lounge ticketing (were the numbers included in the final match-day gate?) – JK would confirm after the next Gates Committee meeting but expressed a view that, based on Health & Safety requirements, they would have been.

ED informed the meeting that the Trust Corporate Membership would officially launch in November.

ED also raised the matter of participation in the various Trust rotas – hosting of Director for the Day, Heritage Lounge, Trust Stand. New Trustees said they would be happy to engage subject to other commitments; more discussion of the practicalities was required.

Exeter City AFC Supporters Society - Trust Board Meeting 24th October 2016

A/05 Election or Re-election of Club Board Representatives

Proposal: To re-elect existing Club Board representatives (ED, PF, PH).

Proposed by: Laurence Overend

Seconded by: Paul West

Carried

JK said consideration might be given to varying the terms of the CB representatives so that all three terms did not expire at the same time.

It was further noted that one Club appointed Director – David Lee – was due for re-election at the next Club AGM. He would be asked to prepare a note of his work for the CB and if available to speak to the next TB meeting on this.

It was agreed that although LO would stand down from the CB at the Club AGM he would continue his work chairing the Joint Boards Governance group, which would produce the Club's Governance Manual and review the Memorandum and Articles of Association.

A joint CB / TB meeting would be arranged for an early date.

CH asked if Trust appointed Club Board members acted independently or collectively. NLM responded that under corporate law they had to act individually but with the expectation that this was done with reference to the aims and strategy as agreed by the Trust Board.

PF noted that any Club Board director could be removed, at any time, if that was the decision of the Trust Board.

NLM raised the issue of the resolution pertaining to the Trust Board chair taking over as Club Board chair. It was agreed this would be discussed at the next TB Meeting. NH said that he would remind the Trust Board of the actual wording of the resolution.

SD suggested that a joint photograph of the two Boards would be good publicity and might be placed in local magazines etc.

A/06 Election of Group Leads

Proposal:

i. Finance & Governance Lead

Proposal: Peter Holding as Finance & Governance Lead

Proposed by: Laurence Overend

Seconded by: Paul West

Carried

Noted that the next FGG meeting would be on 26th November @ 18:30.

ii. Ownership & Membership Lead

Proposal: John Kanefsky as Ownership & Membership Lead

Proposed by: Elaine Davis

Seconded by: Laurence Overend

Carried

Noted that the next FGG meeting would be on 3rd November @ 18:00.

iii. Community Lead

Exeter City AFC Supporters Society - Trust Board Meeting 24th October 2016

Proposal: Paul Farley to continue for a period with a view to Sean Devine leading in the future. Better engagement with younger supporters was a key priority.

Proposed by: Paul West

Seconded by: John Kanefsky

Carried

NB MW strongly urged for the group to appoint a Secretary.

iv. **Communication and Engagement**

It was agreed to set up a new Group and that PM would co-ordinate its creation.

A/07 Any other business

1. **AGM Resolutions:**

i. **Campaigning**

A small group lead by LO would meet will be held on 3rd November to consider election issues including electronic voting and report to the next TB Meeting. Byll Pullman had been invited and asked to prepare some notes on his proposals.

ii. **Managers Contract**

PH would e-mail Club Board Secretary to ensure it is raised at the next Club Board meeting.

iii. **Business Plan**

PH would also email the CB around this resolution. LO hoped that this would be finalised by the CB on Thursday (27/10/2016) and thereafter referred to the TB for a view. It was a three-year plan which did not address the annual review condition of the resolution. PW noted that it was usual for a business to have both a short and long term plan. MW said that it was important that the spirit of the Resolution was engaged with by both Boards.

2. **Induction Pack**

MP asked if there was an induction pack for new Trustees. The answer was no. NH would make available all documentation relating to meetings which was a good start to getting up to speed. At MW's request MP agreed to put together a preferred list of requirements.

MW would arrange an induction meeting with all new Trustees.

3. **AGM Venue**

There was considerable dissatisfaction at the AGM venue. PF suggested that it should be held at the Club (the Centre Spot or Grecian Centre) if the Phoenix Centre was not available.

PM asked that the Trust Board consider the matter of video coverage of forums and other meetings. MW suggested that this should be referred to the Communications Group to advise. Agreed.

4. **Volunteers**

PM suggested the Trust needed to be more proactive in engaging with a wide pool of volunteers. ED responded that a list of volunteers with their specific skill set was available. Agreed that further initiatives should be considered by the Community, Ownership and Communication groups.

5. **Trust Badges**

NLM noted that it was important that the Trust Board need to be more proactive in their selling.

Exeter City AFC Supporters Society - Trust Board Meeting
24th October 2016

6. **Trust Forum**

SC asked if it would be sensible to hold a forum quite quickly. The Ownership & Membership Group would arrange. It had already been suggested that part of this might focus on proposed EFL changes

7. **Trust Board Meeting Dates**

PH noted that there had been an attempt to diarise Trust Board meetings in advance that would be in phase with those held by the Club Board. NLM said that this was so that the TB would have advance knowledge of issues to be discussed and could make sure its views were conveyed to the CB as necessary.

It was agreed that this needed to be adopted once more; JK would explore dates.

8. **Trust Secretary**

No further progress had been made in respect of a replacement for the retiring Secretary. JK said that he would perform the role until Christmas, but no later. LO said that he would discuss support on minute-taking with John Street.

9. **Retiring Trustees & Co-options**

The Meeting thanked those Trustees who had stepped down following the AGM for their work. MW and LO would contact them to do this formally. The matter of future co-opted members would be discussed at the next meeting.

Date of Next Meeting: 14th November 2016 – 18:30, Tribute Room.