



**Cardiff City Supporters' Trust Board Meeting**  
**Tuesday June 6<sup>th</sup> 2012 at 6.45pm. Venue – Ninian Park Hotel**

**Present:**

Tim Hartley (TH - Chair), Brian Mertens (BM), Geraint Jones (GeJ), Jonathan Day (JD), Keith Morgan (KM), Phillip Nifield (PN), John Isaacson (JI - Notes)

**Apologies:** David Craig (DC), Nigel Turner (NT)

**1. Election of Chair, Vice-chair and Treasurer**

**1.1** TH, as the outgoing Chair, handed the meeting to GeJ for the election of Chair. TH was nominated to continue as Chair and was re-elected unopposed. GeJ handed the meeting back to TH.

**Agreed:** Board to look at continuity planning and handover to a new Chair by the next AGM.

**1.2** DC was nominated and elected as Vice-chair, pending his acceptance.

**Agreed:** Board to consider the option of electing a co Vice-chair in the future.

**1.3** KM was not in a position to become the Treasurer, although he would continue to be involved in the finances.

**2. Appointment process for Company Secretary**

GeJ explained the Company Secretary role and the full appointment process originally used. The Board appointed GeJ for another term.

**Agreed:** Plan to use the full appointment process for 2013/14.

**3. Trust stance on club announcement**

**3.1** As a result of the statement issued by Cardiff City FC about the proposed investment and the change in the colour of the team's kit and badge, TH had been interviewed by by various sections of the media and PN had issued a press release.

**3.2** GeJ spoke about the Principles of the Trust. It is committed to giving City fans a voice and is a campaigning organisation, which seeks to represent the views of Cardiff City fans to the owners and executives at the Club.

**Agreed:** To ballot all members by email, and by post to those members without an email address on the membership database.

**4. Approval of Minutes**

Minutes of the Board meeting of May 1<sup>st</sup> were approved as a true record.

**5. Action Points**

APs from the previous meeting were reviewed and discharged, except where included/updated below. New actions arising are also included here.

**5.1** TH to organise Trust attendance etc at Grangetown Festival (Saturday June 23<sup>rd</sup> 1-3pm).

**5.2** TH to request a meeting with the club on financial readiness for the Fair Play rules.

- 5.3 **TH** to speak to Wayne Nash about children playing on the memorial garden and how that might be avoided.
- 5.4 **KM/BM** to reconcile the bonus/reserve accounts.
- 5.5 **NT** to send Q&As and photo to PN for inclusion on the web site.
- 5.6 **KM** to produce a Trust budget for 2012.
- 5.7 **KM** to ask Mike Fenwick if he would be willing to be Treasurer.
- 5.8 **BM** to check with Paul Evans about splitting the membership database to show those members with no email address.
- 5.9 **GeJ** to check with Paul Hollingshead about how quickly postal ballots can be sent out.
- 5.10 **JD** to provide TH with his draft ballot script.
- 5.11 **TH** to update ballot script as agreed and arrange for sending to members.
- 5.12 **PN** to email ballot to members.
- 5.13 **JI** to contact members who volunteered at the AGM to help the Trust about the Grangetown Festival.
- 5.14 **JI** to contact the winner of the signed shirt about presenting it to him.
- 5.15 **PN** to contact Lyndon about unlocking magazine access on the web site.
- 5.16 **TH** to check with Mike Morris what email accounts we have and advise JD.
- 5.17 **JI** to update Supporters Direct with change of Board personnel.
- 5.18 **JI** to advise Supporters Direct of progress on the new Model Rules.
- 5.19 **GeJ** to send FSA return proforma to KM and JI, and arrange its submission.
- 5.20 **KM** to send amended accounts to Watts-Gregory.
- All Group Leaders** to provide reports at least 8 days in advance of Board meetings to JI.
- JI** to circulate Group reports with the agenda and previous minutes.

## **6. Matters Arising**

- 6.1 Agreed:** With Tracey Marsh standing down from the Board, KM & the Chair or Vice-chair will represent the Trust at any meeting with the club regarding finances.
- 6.2 Agreed:** Change 2011 accounts to reflect the revised Watts-Gregory fee prior to sign off and FSA submission.
- 6.3** The Annual Return for 2011 has to be submitted to the Financial Services Authority (FSA) by the end of July.
- 6.4** As the agenda had been revised to address the club's statement earlier today, items not covered will be included in the planning session or the next Board meeting.

## **7. Date of next meeting**

The next Board meeting will be on Tuesday July 3<sup>rd</sup> at 6.30pm in the upstairs bar of the Deri Inn.

A planning session will be held on Sunday June 24<sup>th</sup> in the afternoon. Venue tba.

**End of meeting**