



**Cardiff City Supporters' Trust Board Meeting
Wednesday October 5th at 6.30pm. Venue - Deri Inn**

Present:

Tim Hartley (TH), Tracey Marsh (TM), Brian Mertens (BM), Clive Prigg (CP), David Craig (DC), Gareth Jones (GaJ), Geraint Jones (GeJ), Keith Morgan (KM), Phil Nifield (PN), John Isaacson (JI - Notes)

Apologies:

Martin Bale (MB), Nigel Turner (NT)

1. Approval of Minutes

Minutes of the Board meeting of September 7th were approved as a true record.

2. Action Points

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

2.1 **CP** to collate Group event dates.

2.2 **GaJ** to liaise with CP to put button on web site for Group event dates.

2.3 **KM** to circulate permission form to allow use of pictures of young people.

2.4 **All Group Leaders** to produce Terms of Reference and a Yearly plan.

2.5 **KM** to invite Mike Fenwick (new Treasurer) to the next Board meeting.

2.6 **TM** to arrange a redraw of the raffle for the signed shirt.

2.7 **KM** to get bank access from BM for himself and for Mike Fenwick.

2.8 **KM** to produce an income & expenditure sheet for use by event organisers, as a means of reconciling and maintaining control of expenditure.

2.9 **KM** to produce a financial management account for the Board each month as part of the finance report.

2.10 **BM** to obtain costs for CCST pens.

2.11 **MB** to confirm with Sterne Clothing the discount the store is proposing for members.

2.12 **KM** to check with Supporters' Direct the dates relating to the required data.

2.13 **TH** to write to TG, to ask who will be our prime contact in the club now that Gethin Jenkins has left.

2.14 **TH** to send the Trust's agreed priorities to Board members, as a reminder.

2.15 **TH** to talk to MB about what role he wished to play on the Board.

2.16 **DC** to provide TH with the key points regarding royalties from sales of I'll Be There, in order for TH to take up the matter with the club.

2.17 **DC** to send event costs to Board members.

2.18 **TH** to ask the club if we could speak to the players after a training session regarding the Fred Keenor appeal and history.

2.19 **BM** to provide the Board with a rounded proposal for CCST "goodies".

Ongoing:

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.

3. Matters Arising

As part of CCST's membership renewal of Supporters' Direct, updated data needs to be supplied. However, the dates relating to some of the required data were not clear.

4. Correspondence

TM reported on the invitation from Chasetown.

5. Chair's Update - TH

5.1 TH had written to Gethin Jenkins, thanking him for his support of CCST during his time in office.

5.2 The Safe Standing road show worked well, with support from some key figures.

6. Subgroup Reports

Most Group reports had been provided to the Board prior to the meeting. Updates and key points from the reports are below.

6.1. Finance Report – KM

Bank account balances total is £17,865.58. There is one large payment due out of £275.00.

Agreed: Each planned event needs to be costed, in order to set a budget for agreement by the Board.

6.2. Communities Report - MB

MB had communicated that he wished to stand down as Communities Group Leader, due to other commitments.

6.3. Membership Report - TM

6.3.1 The membership report contained a number of proposals for the Board to consider. **Proposals 1, 2 and 3 were agreed:** i.e.

- To scrap the option of a £1 monthly standing order for membership.
- Paul Evans to deal with membership correspondence as proposed in the report.
- Procedures for members joining via the trust office and requests for replacement badges from the trust office as proposed in the report.

6.3.2 Proposal 4 was a longer term consideration, i.e. developing a new design for the trust leaflet, to incorporate a standard standing order form.

6.3.3 Work had started on reconciling standing order members. When this had been completed, there would be a need to reconcile bank standing order payments with the membership list on a monthly basis. GaJ agreed to carry this out, based on receipt of the former from BM and the latter from Paul Evans.

6.3.4 The proposed date for the Leeds event is January 10th.

6.3.5 Current membership is 689.

6.3.6 Terms of Reference for the group were included in the membership report.

6.4. Communications Report - PN

6.4.1 Planning for the next edition of Moving to a Different Beat, for release in January, is underway. Quotes will be sought for a printed version, although there will still be an online version.

6.4.2 Invitations to the Safe Standing road show resulted in attendance by the local MP, 3 AMs and Wayne Nash, the stadium manager. Although no media attended the event, the press release resulted in a 2 page spread in the Echo.

6.5. Fred Keenor Report – DC

6.5.1 The Inter-Trust Football Tournament on Sept 4th raised £582.75.

6.5.2 The raffle of the limited edition 8” statuette at the Stadium Academy Dinner on Sept 8th raised £300.

6.5.3 We are offering a package for sale of an FK T-shirt/an 8” statuette and a lapel badge for £50.

6.5.4 A Night at the Races will be held at the Golden Lion Pub in Penarth on Sunday 27th November at 19.00hrs.

6.5.5 A relative of FK has donated £250.

6.5.6 DC has spoken to the relevant parties regarding royalties from sales of I’ll Be There.

6.5.7 There will be a Curry Dinner/Entertainment Evening on Thurs 17th November. Frank Hennessy has agreed to talk.

7. New Trust Office – BM

The office is looking good, but requires a few finishing touches.

Agreed: BM to acquire an A-Board at the specified cost.

8. Co-option of Additional Board Members

TM outlined the principles under which people could be co-opted onto the Board. CP and JI were nominated and agreed to become co-opted members.

9. AOB

As JI will be away for the December and January meetings, CP agreed to act as backup for NT as minute-taker.

10. Dates of future meetings

All meetings to start at 6.30pm in the upstairs bar of the Deri Inn. It was agreed to change the date of the January meeting to Wednesday 11th. Dates to the end of the season are as follows:

Tuesday November 1st
Tuesday December 6th
Wednesday January 11th
Tuesday February 7th
Wednesday March 7th
Tuesday April 3rd
Tuesday May 1st

(Secretary’s note: the room has been booked with the Deri up to December.)

End of meeting