

RECORD OF THE CCST BOARD MEETING HELD ON 9/11/10

(NEXT MEETING Tuesday 14/12/10 at 18:30 at Deri Inn)

PRESENT – Keith Morgan (KM), Martin Bale (MB), Tracey Marsh (TM), Phil Nifield (PN), Mike Roderick (MR,) Gareth Jones (GJ), David Craig (DC)

APOLOGIES –, Anthony Wedlake (AW), Geraint Jones – Secretary (GERAINTJ), Tim Hartley (TH)

BOARD DECISIONS TAKEN AT THE MEETING

DECISION NO.	DESCRIPTION OF DECISION
091110-D01	AW's resignation was reluctantly accepted.
091110-D02	Continue using existing bank accounts and making standing order forms available on-line (see A04c below) .
091110-D03	Designate the Nottingham Forest game on 20/11 as Trust Awareness Day.
091110-D04	Policy on lapsed memberships – give member 1 month's grace, then write inviting renewal. If not renewed within a month from then, delete member and all details from our records (see A12 below) .
091110-D05	Due to prohibitive costs, printed copies of the latest Trust magazine will not be produced. We will not print future editions either unless sponsorship can be obtained to offset the cost of printing (see A13 below) .
091110-D06	The Trust magazine should be circulated as widely as possible for publicity purposes but each edition should include a prize competition exclusive to members.
091110-D07	Unless we receive assurances by 14/11 that a minimum of 6 teams of 6 have signed up for the quiz night in Aberdare, we will postpone the event (see A14 below) .

ACTION LIST (actions outstanding from previous meetings highlighted in red)

ACTION NO.	DESCRIPTION OF ACTION	BY WHOM	BY WHEN
181010-A03	Arrange change of registered office to WCC, inform board of a contact name there, notify interested parties of the change (SD, FSA etc.) and identify documents that need changing	GERAINTJ	9/11/10
181010-A08	Float the idea of a joint membership with Vince of CCSC with a view to introducing it next season	TH	9/11/10
091110-A01	Check with GJ if the amended rules concerning external audits have now been formally lodged with SD/FSA	KM	14/12/10
091110-A02	Approach 2 Trust members to join the Club's new Fans Forum	TM	12/11/10
091110-A03	Email U-Jiun Tan to thank him for Sunday's informal meeting	MR	12/11/10
091110-A04	Meet with Brian Mertens (BM) and David Roberts (DR) about the following: a) Clarify the demarcation between their roles and responsibilities b) Ask DR to provide a monthly summary financial statement to the Board c) Explain the Board's decisions on the fraud issue to	KM	22/11/10

	BM d) Deter BM from involving the Membership Secretaries in reconciliation exercises. Invite DM to help if there is a remaining backlog to clear		
091110-A05	Obtain evidence that the Paypal system is now working properly and confirm to the Board	KM	22/11/10
091110-A06	Speak and write to the author of the Nat West letter about fraud to clarify the position for the Board	KM	14/12/10
091110-A07	Obtain bank mandate and circulate it for amendment	KM	14/12/10
091110-A08	Circulate plan of locations to be used for Trust Awareness Day	TM	15/11/10
091110-A09	Obtain bibs to be worn by volunteers on Trust Awareness Day	KM	20/11/10
091110-A10	Arrange bulk delivery of leaflets on Trust Awareness Day	MR	20/11/10
091110-A11	Send PDFs of new Trust forms to GJ for him to run off copies	MR/GJ	15/11/10
091120-A12	Inform Membership group of policy on lapsed memberships	TM	14/12/10
091110-A13	Investigate obtaining a sponsor for the Trust magazine to mitigate printing costs	GJ	14/12/10
091110-A14	Contact Jeff at Aberdare RFC and explain decision at D07 above	MB	14/11/10
091110-A15	Draft and circulate to the Board a policy on how we should manage externally arranged events	DC	14/12/10
091110-A16	Review the benefits of introducing a Trust sponsored scheme for drawing up last wills	All	January 2011

ROTA FOR MANNING TRUST TABLE AT HOME FIXTURES

DAY/DATE	FIXTURE/ KICK OFF TIME	VOLUNTEERS
Saturday 20/11/10	vs. Nottingham Forest 15.00 RECRUITMENT DAY	GJ/KM
Saturday 4/12/10	vs. Preston 15.00	MR/GJ
Saturday 18/12/10	vs. Burnley 15.00	PN/DC
Sunday 26/12/20	vs. Coventry 15.00	
Tuesday 4/1/11	vs. Leeds 19.45	

FORTHCOMING EVENTS

DAY/DATE	DESCRIPTION	RESPONSIBLE
Friday 26/11/10	Community Group Quiz at Aberdare RFC	MB
Friday 26/11/10	FK Fundraiser – Racing Night at Ninian Park pub arranged by landlord	DC/PN
Monday 29/11/10	Community Group Quiz at Rose & Crown, Pontypridd	TH
Thursday 9/12/10	Jason Perry Evening at Crown Inn, Maesteg arranged by Maesteg Bluebirds	TH
Friday 11/2/11	Bands evening at Duke of Clarence	TM