

RECORD OF THE CCST BOARD MEETING HELD ON 19/12/10

(NEXT MEETING Tuesday 11/01/11 at 18:30 at Deri Inn with an Open meeting at 19:30)

PRESENT – Tim Hartley (TH), Tracey Marsh (TM), Phil Nifield (PN), Mike Roderick (MR,) Gareth Jones (GJ)

APOLOGIES – Keith Morgan (KM), Martin Bale (MB), Geraint Jones – Secretary (GERAINT), David Craig (DC)

BOARD DECISIONS TAKEN AT THE MEETING

DECISION NO.	DESCRIPTION OF DECISION
191210-D01	Board to elect new Vice Chair at next meeting
191210-D02	Paul Evans and Gareth Jones to be trained on emailing all members by Mike Roderick
191210-D03	Dai Towler and Tim Weggener to become temporary Board members
191210-D04	Tracey will now oversee the help@ccfctrust mailbox
191210-D05	Phil to email all about manning the Trust stand on match days

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

ACTION NO.	DESCRIPTION OF ACTION	BY WHOM	BY WHEN
191210-A01	Check with Geraint if the amended rules concerning external audits have now been formally lodged with SD/FSA	Geraint	11/01/11
191210-A02	Invite Tim Weggener and Dai Towler to become temporary Board members (both are Trust reps on Club's Fans Forum)	TM	11/01/11
191210-A03	Maesteg Bluebirds to be offered a quiz. Steve to be asked about other Bluebirds groups in the area.	TH	11/01/11
191210-A04	Meet with Brian and David about the following: a) Clarify their roles and responsibilities b) Ask DR to provide a monthly summary financial statement to the Board c) Explain Board's decisions on the fraud issue to BM d) Deter BM from involving the Membership Secretaries in reconciliation. Invite DM to help if there is a remaining backlog to clear	KM	
191210-A05	Obtain evidence that the Paypal system is now working properly and confirm to the Board	KM	
191210-A06	Clarification of the rules on Board members re-election	Geraint	11/01/11
191210-A07	Position with regards the annual external audit. Do we need one?	KM	
191210-A08	Full financial report to the Board	KM	
191210-A09	Nathan Blake evening Thursday 3 March	TH	11/01/11
191210-A10	Fred Keenor group to present plan to end of project	DC/PN	
191210-A11	Send PDFs of new Trust forms to all Board members for personal distribution	GJ	
191210-A12	Inform Membership group of policy on lapsed memberships	TM	
191210-A13	Investigate obtaining a sponsor for the Trust magazine to mitigate printing costs	GJ	ongoing

ROTA FOR MANNING TRUST TABLE AT HOME FIXTURES – Phil to update

DAY/DATE	FIXTURE/ KICK OFF TIME	VOLUNTEERS
Sunday 26/12/20	Coventry 15.00	Phil
Tuesday 4/1/11	Leeds 19.45	
Saturday 22/1/11	Watford 15.00	
Tuesday 1/2/11	Reading 19.45	
Saturday 12/2/11	Scunthorpe 15.00	

FORTHCOMING EVENTS

DAY/DATE	DESCRIPTION	RESPONSIBLE
Thursday/Friday 27/28 January	Pontypridd Quiz	Geraint/TH
Friday 11/2/11	Bands evening at Duke of Clarence	TM
Thursday 3/3/11	Nathan Blake evening - TBC	TH
TBC	New to the City project	TH/British Council
TBC	Maesteg Bluebirds Quiz	TH