



CARDIFF CITY SUPPORTERS' TRUST
Minutes of Board Meeting
Tuesday January 6th 2015
Llandaff Institute, 7pm-8:00 pm

Present: David Craig (DC – Chair), Tim Hartley (TH), Keith Morgan(KM), Jeff Mansfield(JM – notes), Brian Mertens (BM), Geraint Jones(GeJ), Sian Branson(SB). John Sithers(JS – Membership Officer) attended as guest.

1. *Apologies & Welcome*

DC welcomed members and proposed ending the meeting at 8pm to allow time to discuss the Trust's approach to the meeting to be held with the club on Thursday 8 Jan. This was agreed. No apologies had been received.

2. *Approval of Minutes of December 2nd 2014.*

The minutes were approved as a true record.

3. *Matters Arising*

SB raised two points which are minuted under agenda item 4.

4. *Action Points*

1. KM to circulate commentary on Paul's membership spreadsheet and details of income.

- Discharged. We now have an agreed updated position as at 24 Nov 2014. KM is awaiting later bank statements to 24 Dec, and if possible will update the meeting on Jan 6th.

2. BM to post notice at our office re January event with Peter Jackson.

- Discharged.

3. JM/BM to check with Institute about cable and mic for January event.

- Discharged.

4. SB to organize a social event for families for Easter School Holidays.

- Ongoing. SB and GeJ to liaise on this.

5. TH to raise issue of Supporters Director on CCFC Board at forthcoming meeting with club, and with the Championship Group and Expert Working Group.

- Ongoing. If the issue is not dealt with at the meeting with the club on Thursday, it will be raised at the CCST meeting with the club on February 10th.
6. JD to provide DC with email of relevant council member so he can pursue the issue of a Supporters Director on the Board of CCFC.
 - Ongoing. DC had not received this so JM will remind JD.
 7. DC to check with that our Five Aims have been circulated to members. BM will take a hard copy for our office. DC to check with Paul and PN that the Aims have been sent to members.
 - Discharged. DC confirms that details have been circulated.
 8. BM to post details of membership incentives on board at Trust office.
 - Ongoing. BM had missed some games due to ill health and will deal with this next time.
 9. Members to be asked to help out with Ty Hafan bucket collection at Jan 10th Fulham match.
 - Discharged. Buckets will be provided, volunteers to report to Trust office at 1pm.
 10. SB to begin project to set up Junior Trust.
 - Ongoing. SB reported that she had made a design and priced some items for our inspection in due course.
 11. All to review our website and discuss whether to re-design it.
 - Discharged. TH had asked Mike Morris about prices. Agreed: we will continue to gather information and suggestions for the site but no decision will be taken until after the AGM. This was not an urgent priority and we had other more pressing matters to deal with.
 12. SB to contact schools and colleges about joining the Oral History Project.
 - Ongoing. DC reported that our contact Aaron had left the museum while our other contact Lucy has still not given us the audio files we had requested for our web. SB has access to video and will send it to DC. DC will contact Lucy again.
 13. SB to organize car stickers.
 - Ongoing. Agreed to postpone till after Thursday's meeting. SB will provide GeJ with a spec so he can get some quotes.
 14. DC to contact SB and discuss progress.
 - Discharged.
 15. JM to inform PN that he can proceed with monthly draw for members.
 - Discharged. First draw will be later this month.
 16. TH to reply to Game On about future activities.
 - Discharged. TH had not received any reply from Game On.
 17. TH to arrange for report on Chasetown visit to go on our web.
 - Discharged.
 18. TH to invite Ken Skates to visit Merthyr Town FC re community work.
 - Ongoing. John Beynon at the Assembly has not yet given a date for this.
 19. JM to suggest dates for possible visit by Robin Osterley to a CCST Board meeting.
 - TH will follow up and invite him as a speaker at the AGM.
 20. TH to consult members on what they would like to raise at meeting with club on 10th Feb.

- Deferred to our discussion about the meeting on Thursday 8 Jan which followed the meeting. Members have been consulted and will be kept informed.
21. JM to remind Board members to let JD have suggestions for the membership survey within one week.
 - Discharged.
 22. JM to ask Paul and Jon for contact details of 25-30 recent non-renewers for telephone survey if within DPA rules.
 - Discharged. Item dealt with under Membership Survey.
 23. TH to consult Mike Morris about cost of revamping website.
 - Discharged.
 24. JM to ask PN for costs of magazine print runs and request inclusion of membership form.
 - Discharged. PN had circulated details.
 25. JM to confirm availability of Institute for next meetings and AGM.
 - Discharged. All dates booked and confirmed.
 26. ALL: let JM have your updates on your AP's in time for next meeting, even if not attending.

5. *Correspondence*

TH had received correspondence from Chasetown wishing us Happy New Year. It's now our turn to invite them. The No Blue No Renew campaign had also written asking for support – this had been circulated and replied to.

6. *Chairs Update*

1. The Welsh Government and Ken Skates have agreed a feasibility study and funding for setting up Supporters'Direct Cymru. There is still work to be done but this is a welcome development.
2. Supporters Direct UK will be submitting evidence to the new Expert Working Group which is investigating fan ownership. TH suggested our rebranding could be submitted as a case study and has produced a draft submission and will circulate it in time for the deadline on the coming Friday.
3. DC will provide an interview for Radio Wales on Wednesday 7th Jan.

7. *Finance Report*

KM reported that our total membership income to 24th December 2014 is £500 down on last year. Our fall in membership is now causing a loss of income. In the ensuing discussion the Board agreed that the negativity affecting the club recently may have contributed to this loss.

8. *Membership Report and matters arising*

JS reported that communication with the membership has improved, there are now more emails and events. Discussion ensued on how we could improve things further. It was noted that scepticism exists over the ability of fans to own clubs so KM kindly offered to produce a paper outlining the ways we could buy more shares when appropriate to do so.

9. *Annual Survey January 2015*

- a. telephone survey of lapsed members

The survey will go out on Friday 10th. Paul Evans and JS had identified the difficulties in doing a survey of lapsed members so this was not pursued. Agreed to wait till after Thursday.

10. *Preparations for AGM.*

JM reminded the Board that membership records will need to be updated and the books prepared for lay audit. JM and GeJ will prepare the election and consult over the AGM timeline. Agreed that the membership eligible for the election be ruled off as soon as possible.

11. *AOB*

- a. The redesign of website was dealt with under Action Points.
b. PN gave an overview of the 22 Jan event with Peter Jackson. KM and BM will make sure the equipment works: JM to arrange a date with them to test it.

12. *Dates of next meetings and AGM*

Next meeting 3rd Feb 2015 at the Institute at 7pm. AGM on 21st May.

THE MEETING ENDED AT 20:00 and was followed by 45 minutes discussion to define CCST's stance at the meeting with the club on Thursday 8th Jan 2015.