



Minutes CCST Board of Directors 5 January 2016 at Gabalfa Social Club		
	Attendance David Craig (DC), Tim Hartley (TH), Kieran Jones (KJ), Brian Mertens (BM), John Sithers (JS), Keith Morgan (KM), Geraint Jones (GJ), Rob Jeffery (RJ)	ACTION
1.	Apologies: Jon Day (JD)	
2.	Approval of Minutes: The minutes of the Board Meeting of 17 November were approved	
3.	Matters Arising: <u>Website redesign</u> – ongoing. £500 cost of website approved. TH to liaise with Mike Morris <u>Contact with the Club</u> – ongoing. Confirmation of date of Russell Slade meeting still awaited – event now happened - closed <u>Football Clubs Insolvency Laws</u> – Note produced by KM to be placed on website <u>Trust Office Signage</u> – Option to replace existing Trust sign with the sign from inside ground – ongoing <u>Survey of fee structures of other Championship Club Trusts</u> - BM reported that responses had been received from all but two Trusts. BM to follow up on those responses – ongoing <u>Hull City game beamback</u> – reminder to members to book early. Club has now publicised it further – closed <u>Trust Annual Survey</u> – questions regarding matchday experience to be included – ongoing <u>Events and Campaign Programme</u> – Maesteg event deferred until suitable dates confirmed. Replaced in the short term by event at Rose & Crown in Pontypridd. Further consideration be given to repeating the event at a later date. QPR play off commemoration event – Terry Phillips to be contacted	JS/TH KM BM BM JD DC KM/JS

	<p><u>Increased Board Membership</u></p> <p>E mail to all members regarding possible involvement as activists.</p> <p>It was also resolved that Kieran Jones and Rob Jeffery be co-opted as Board Members</p> <p><u>Training</u> – SD Induction programme. Proposed date of 17 April 2016 be agreed.</p> <p>Possible venues at CCS, Sports Council for Wales and Transport House to be investigated</p>	<p>JD</p> <p>KJ</p>
4	<p>Correspondence:</p> <p>No correspondence received</p>	
5	<p>Finance Report</p> <p>KM reported income reduction of £1479 year on year for the 11 months ended November 2015. This was to be expected in line with the membership reduction. KM emphasised the need for closer monitoring and agreed to submit quarterly written reports as well a monthly verbal updates.</p>	KM
6	<p>Membership Report:</p> <p>JS reported that the current number of active members is now 458. 37 renewals are due this month. JS to send letters to the 37 to encourage renewal</p>	JS
7.	<p><u>Supporter Liaison Report :</u></p> <p>KJ reported on the Club's efforts to speak to fans personally who had been reported for inappropriate behaviour he also confirmed that the away trips to Wolves and Bristol City would be unrestricted and the Middlesborough away game was to subject to beamback.</p>	
8.	<p><u>Business Plan 2015-16</u> – format of first draft was approved. Further meeting of sub-group to take place to progress it.</p>	RJ/DC/GJ
9.	<p><u>Flags at CCS</u></p> <p>A decision is awaited from the club regarding the request from the Trust to put flags on seats .</p> <p>Trust Annual Survey – questions regarding aspects of matchday experience to be included</p>	JD

10.	<u>Business Plan:</u> Current Business Plan to be reviewed. Small sub group to meet to complete this task.	DC/GE/RJ
11.	<u>Supporters Direct Membership Fee</u> TH reported on financial situation of Supporters Direct and their request for an additional contribution. Agreed that an additional £100 over and above the £100 membership fee be paid. JS left the meeting after this item	
12.	<u>Club Shareholders Meeting 12 December 2015</u> The board expressed its dissatisfaction at the conduct of this meeting and the issues arising. It was resolved that the Trust seek a meeting with the Chairman of the club to obtain reassurances over the issues arising from the meeting	TH/KM
13.	<u>Championship Clubs Trust Meeting</u> Overnight hotel accommodation be approved for BM for next meeting should it be necessary	
16.	<u>Date of Next Meeting</u> Tuesday 2 February 2016 at Gabalfa Social Club at 7.00 pm	