



CARDIFF CITY SUPPORTERS' TRUST
Minutes of Board Meeting
Tuesday April 07th 03rd 2015
Llandaff Institute, 7pm-8:45pm

Present: Jeff Mansfield(JM – notes), Keith Morgan(KM), Geraint Jones (GeJ), Brian Mertens(BM), David Craig (DC – Chair), Jon Day(JD).

1. *Apologies & Welcome*

Apologies received from Tim Hartley (TH).

2. *Approval of Minutes (March 3rd 2015)*

Approved as a true record.

3. *Matters Arising*

There were none.

4. *Action Points*

1. JM to ask John Sithers for an update on the new membership cards.
 - Ongoing. JS had chased up the printers for a proof but was awaiting a reply. He then contacted another company and requested sample(March 17). JM to follow up.
2. DC to contact SB for an update on project to organize a social event for families for Easter School Holidays, Junior Trust, car stickers etc.
 - Ongoing.
3. DC to maintain contact with Lucy at Cardiff Museum re Oral History Project.
 - Discharged. DC had contacted her but there had been no progress. TH was still in touch with the museum. The commitment of the Council to the museum was questioned.
4. JM and GeJ to liaise about AGM and election.
 - Discharged. See under item 7.
5. BM to countersign cheque for Case Insurance.
 - Discharged.

6. BM to put letter from Ty Hafan on display in the office and ask Mike Morris to mention it on CCMB and our web.
 - Discharged. KM will do a reconciliation of the funds we currently hold on behalf of Ty Hafan.
7. KM to order a new paying-in book.
 - Discharged. Book handed to BM.
8. KM to provide latest financial report.
 - Discharged. Circulated by email.
9. PN to publish Chairman's confirmation that we would meet the club before every club board meeting.
 - Discharged.
10. TH to ask Phil Jones about his non-renewal.
 - Discharged. Tim reports no response from Phil Jones.
11. BM will ask Swansea Trust about the difference between Full and Associate member.
 - Discharged. They only have Full membership at the moment.
12. GeJ to confirm how many posts are up for election, fill in timeline and arrange for nomination forms to be sent out on time.
 - Discharged. See under item 7.
13. BM to find out how much the Institute wants for the hire of the room.
 - Discharged. £15 to be paid after each meeting.
14. ALL: let JM have your updates on your AP's in time for next meeting, even if not attending.

5. *Correspondence*

The Board discussed the request for sponsorship received from Mr Scott Johnson but did not agree to grant this.

6. *Chair's Update*

None received. JM to remind TH to send in a report in case of absence.

7. *Review of progress on election and AGM*

GeJ reported that everyone on the existing Board had been invited to stand though he had only received nomination statements from BM and TH. Only PN and JD were exempt.

DC, JD and KM will stand: KM pointed out that he hadn't received the form. JM will not stand.

As of Friday 3rd no new candidates had come forward, so an election is not needed. The Board expressed its regret. The situation will be explained at AGM for comment and approval.

GeJ commented that the continuity of the Board must be considered: members who stand down should continue their involvement with the Trust. It was noted that SB has many commitments. Agreed that DC will send SB a copy of the nomination statement and ask her to confirm within two weeks whether she wants to stand or not. It would be explained that she could still work on Trust events even though not a Board member and her participation would be welcome.

GeJ will contact Paul Evans for the latest database of members and will send out a notification and voting paper for the AGM. A copy would be sent to Board members for approval next day and thence to the printers for sending to members.

Agreed: JM will draw up an agenda and send to Board members for approval, then to GeJ for inclusion in the AGM pack for members.

Agreed: KM to write his election statement and all statements will be put on our website. Each should send his statement to PN.

8. *Review of Business Plan*

DC had reviewed the priorities for our Business Plan and queried whether we had committed to increasing our shareholding, as stated under Participation and Representation. The Board concurred that we had not. JM will locate the authentic version of this document and circulate.

It was noted that we don't have to provide a Business Plan for the AGM: TH will report on actions taken over the year to implement the plan.

We can present our priorities under the 2013/14 Business Plan, which still applies. There is no need to produce an entirely new plan.

DC will discuss the list of achievements in 2014/15 provided by TH with him. The Board felt it was important to be open and transparent and mention also what we haven't achieved.

DC's view is that we spread our interests too wide and although we have achieved much, some issues are very tough.

The Board expressed its view that it is important to maintain our profile with the club and is committed to doing so.

GeJ will bring copies of the Business Plan to the AGM for distribution.

PN will post a register of our achievements and lack of on our web after the AGM.

9. *Finance Report*

KM reported that we are solvent as of 10/03/2015. The exact figures will of course be presented to the AGM.

10. *Membership Report and Matters arising*

The latest report from Paul Evans was disappointing. The Board felt that the general disillusionment with the club was affecting our membership. There seemed to be a backlash in progress. Retention of existing members should be our priority. JD suggested we consider ways of involving the club in furthering our aims.

It was agreed to ask the club to consider hosting an event with players to help re-engagement with CCFC.

11. *AOB*

- a. Payment to Institute
KM will pay £15 after each meeting.
- b. GeJ suggested a letter of congratulations to Merthyr Town on their promotion. Agreed.
- c. PN read out a statement about the relationship between supporters and the club which he proposed posting on our web. The Board endorsed the statement and asked for time to consider it in detail. PN will circulate and post the agreed version.
- d. KM will pay the survey invoices.
- e. BM reported on his enquiries into the ticketing problems with Leeds United.

12. Dates of next meeting

- a. Tuesday May 5th 2015