



Cardiff City Supporters' Trust Board Meeting
Wednesday October 3rd 2012 at 6.30pm. Venue - Pantmawr Inn

Present:

Tim Hartley (TH - Chair), Jonathan Day (JD), Nigel Turner (NT), Phillip Nifield (PN), John Isaacson (JI - Notes)

Apologies: Brian Mertens (BM), David Craig (DC), Geraint Jones (GeJ), Keith Morgan (KM)

1. Approval of Minutes

Minutes of the Board meeting of September 4th were approved as a true record, with the following changes:

APs 3.24 & 3.25 and para 7.4 spelling should be Tony Jefferies;
AP 3.29 date should read September 26th.

2. Action Points

APs from the previous meeting were reviewed and discharged, except where included/updated below. New actions arising are also included here.

- 2.1 **KM** to produce a Trust budget for 2012.
- 2.2 **GeJ** to invite Alex Bird to give a 10-minute talk on the Co-operative movement at a future Board meeting
- 2.3 **All** to consider suitable candidates for co-option to the board.
- 2.4 **GeJ** to send the completed FSA return to all board members.
- 2.5 **GeJ** to advise KM of Cobbetts' response re CCFC General Meeting.
- 2.6 **All** to consider how we might encourage membership renewals and advise JI.
- 2.7 **TH** to get another key for the office cabinet.
- 2.8 **BM** to produce a rota for the office.
- 2.9 **JD** to forward his response to armchairterrace.com to TH.
- 2.10 **TH** to progress community attendance on match days.
- 2.11 **BM** to enlist Trust office helpers for selling the FK commemorative brochure.
- 2.12 **NT** to organise a meal in Llandaff for December 10th.
- 2.13 **JD** to provide an article on this Sunday's fans' forum for the Watford programme.
- 2.14 **TH** to seek a meeting with the new Chief Executive of the club, Simon Lim.
- 2.15 **JI** to review the standing agreements document, to check the agreements are included in the Business Plan.
- 2.16 **NT** to update the Business Plan from the meeting walk through.
- 2.17 **JD** to arrange for a photo of Darren Lamb outside the Trust office.
- 2.18 **JI** to pass the In Touch review document from SD to Paul Evans.
- 2.19 **JI** to provide membership leaflet costs to the board for approval.
- 2.20 **TH** to contact Rob Phillips about the proposed membership events.
- 2.21 **TH** to ask Julian Jenkins what percentage of season ticket holders are female, as a comparator to the trust membership figures.
- 2.22 **JI** to check how many members pay their subscription via PayPal.

- 2.23 **JI** to propose a timetable for the AGM and Board Elections with GeJ.
- 2.24 **PN** to check with Julian Jenkins that the club has no links with Wonga.
- 2.25 **JI** to set meeting dates for the rest of the season and book the room.

3. Matters Arising

- 3.1 Awaiting results from the club of its survey sent to season ticket holders.
- 3.2 **JD** due to see Wayne Nash on Monday October 8th about cycle racks.
- 3.3 **DC** is progressing sources for helping to pay for the FK unveiling hospitality.
- 3.4 **KM** will be attending the Supporters Direct meeting for Championship Trusts on Thursday October 11th in Birmingham.

4. Draft Business Plan

NT walked the meeting through the Strategic Aims in the draft Business Plan and noted the changes agreed.

5. Correspondence

Darren Lamb is planning to arrive at the stadium on Tuesday October 9th, on his Walk the 92.

6. Chair's Update - TH

- 6.1 **TH** attended Simon Insole's funeral.
- 6.2 **TH** provided feedback to the meeting from the SD Council he attended on September 27th.
- 6.3 **TH** has provided interviews for radio and TV.
- 6.4 **TH** wrote to Alan Whiteley, who has stepped down as Chief Executive of the club, and received a response.

7. Finance Report - KM

- 7.1 The balance sheet for the period from 1 Jan to 24 August 2012 shows we have cash at bank of £18905 across 3 accounts. Although we have made a small profit so far this year and have plenty of money in the bank, the worrying figure is the falloff in membership income. As at 24 August, membership cash received in the year to date was £5080 compared to £6846 in the equivalent period in 2011, a fall of over 25%. October, November and December were particularly good months for membership income in 2011 (total of £4373 for the 3 months). **KM** has sent the alphabetical membership list for 2011 to the membership group, showing those members who are due to renew annual memberships in the last 3 months of the year.
- 7.2 **KM** had also provided an updated profit and loss account statement for the period from 1 Jan to 24 September 2012.

8. Group Reports

Updates and key points provided to the Board prior to the meeting are below.

8.1 Fred Keenor – DC

- 8.1.1 The Club has confirmed that it will make the payment for the Commemorative Brochure once a payment covering the cost is received

from the Trust. The brochure is on track and copies will be numbered, making it a limited edition publication.

8.1.2 The Club has agreed that the Commemorative Brochures can be sold at the Stadium Superstore and at locations around the Stadium.

8.1.3 The foundation to hold the Statue and the shuttering for the plinth are now in place. It is planned that the granite cladding will be in place in 3 weeks time.

8.1.4 There was unease about the responses from the company chosen as manufacturers to some of our requests regarding amendments to the plaques. As a result a new manufacturer has been chosen and has commenced work.

8.2 Membership - JI

8.2.1 As at the end of September, there were 658 active members. John Sithers will now be sending out renewal reminders in advance rather than in retrospect, via email where possible.

8.2.2 The membership group concluded that including the standing order form as part of the new membership leaflet was not practical. Lyndon Rhodes is getting prices for a run of 2,000, to include the printing and folding-in of standing order forms, for completion before the end of October. Lyndon has also been asked whether it would be feasible to insert the leaflet in the Fred Keenor commemorative programme if we go with the same printer.

8.2.3 It is proposed that we should aim for an event in late January or February to celebrate the 82/83 promotion. An event to coincide with the AGM in May could then celebrate the 92/93 promotion, though we need to keep open the possibility that a promotion this year could supersede that event. If a 92/93 celebration we'd need to fit the AGM date in with ex-players' availability. John Sithers and Creighton will approach Roger Gibbins in the first instance.

8.2.4 The response from the questionnaires sent out asking why members had left the Trust was disappointing. There have been 3 returns from the 20 sent out and these were shared with the meeting.

8.2.5 Paul Evans has run a profile check on the membership database for gender, which shows that just over 12% of members are female. An age profile would not be so easy, as we do not have that information for some members.

9. Progress against Key Priorities (not reported elsewhere)

9.1 Memorial Garden. The Club Chaplain dedicated the Memorial Garden on September 29th.

9.2 Local communities. Re approaches for offering free match day tickets: JI has suggested volunteers with special needs placed by Pedal Power and has passed contact details to TH; TH has contacted Tony Hendrickson and Paul Corkrey regarding the communities they represent. It was noted that today's Echo had a list of communities as part of its Wish initiative.

9.2 Members' events. Awaiting available date from Maesteg for a members' meeting.

10. AGM and Board Election Timetable

Held over to next meeting.

11. AOB

DC has been approached by a local MP for the Trust to support the Red Card for Wonga campaign.

12. Dates of future meetings

All meetings to start at 6.30pm. (Secretary's note: the upstairs function room at the Pantmawr Inn has been booked for all agreed dates.) Dates to the end of the year are as follows:

- Wednesday November 7th
- Tuesday December 4th

End of meeting