



**Minutes CCST Board of Directors
1 November 2016 at Gabalfa Social Club**

	Attendance: Keith Morgan (KM) David Craig (DC) Rob Jeffery (RJ) David Collins (DJC) Jeff Mansfield (JM) John Sithers (JS) Brian Mertens (BM) Jon Day (JD)	ACTION
1.	Apologies – Geraint Jones	
2.	Board Meeting 4 October 2016 –minutes were approved	
3.	<p>Matters Arising</p> <p>Fans Liaison – KJ outlined the roles of the Fan Engagement Manager and Supporter Liaison Officer. He recommended that, in the case of Trust Initiatives, both be included in e mails. – Resolved</p> <p>CCST Press Officer – KJ to contact the Head of Communications to ensure that Phil Nifiield is included in communications with CCST</p> <p>Press/Media – KJ reported on his contact with possible additional assistance in this area – Resolved</p> <p>CCST Journal – JM updated the Board on progress with the Journal. He reported that it was on schedule - Ongoing</p> <p>Trust Office Signage – BM produced 2 revised signs for consideration. The unanimous decision was that the sign with the blue background be chose. BM to arrange purchase and installation of the sign.</p> <p>Safe Standing – KJ updated the Board on the overall position relating to safe standing – Resolved</p> <p>Crowdfunding – KJ reported that the next meeting would take place w/c 7 November. The emphasis would be on the proposal for a museum but with consideration being given to the further option of the Memorial Garden. Ongoing</p> <p>Business Plan – 5 a side Football Event – KM reported on progress with arrangements in conjunction with Cardiff City Foundation. CCST to book pitches, CCF to arrange refs and assist with organisation. Number of teams competing still to be determined. KM to circulate details to Board Members. Ongoing</p> <p>Football Governance Forum – DC updated the Board on a meeting with Cardiff City Councillors to develop closer contacts and joint working. He reported that the Trust initiative in respect of a faith</p>	<p>KJ</p> <p>JM</p> <p>BM</p> <p>GJ</p> <p>KM</p>

	<p>based 5 a side Football Event matched Council priorities. Contact with the Council would continue in order to enhance contacts at a political level. - Resolved</p> <p>Charity Support – DJC reported on further contacts with Rookwood Sound. In order to further progress in this matter DJC agreed to furnish details of previous working with Ty Hafan</p> <p>Electronic Card Reader – JS reported that, due to the level of commission charges, this was not a viable option. – Resolved</p> <p>Trust Office Space – It was agreed that the sale of old football programmes would be discontinued. All Trust members to be e mailed to announce this and that, on production of their membership card, they could select programmes free of charge at home games up to and including the Barnsley game on 17 December</p> <p>CCSC Links – DJC reported on contact with Alison Rees in respect of joint working - Ongoing</p>	<p>DJC</p> <p>JS</p> <p>DJC</p>
4	E mail Protocol – In order to avoid confusion it was requested that all new topics be subject to a new thread in e mails between Board Members rather than attaching to existing e mail trails	All
5	Finance Report – KM reported that the annual figures had been sent for independent examination to comply with Supporters Direct requirements	
6	Membership Report – JS reported that over 1200 leaflets had been distributed at the last 2 home games and that 5 new members had been recruited.	
7.	Supporter Liaison – KM emphasised the need for ensuring that all Board Members are updated regularly with all developments in liaison with Club officers to avoid misunderstanding	
8.	CCST Events – It was agreed that a further event involving Richard Shepherd be organised with Maesteg being the preferred venue. It was agreed that DC approach Richard Shepherd to ascertain availability	DC
9.	Cardiff Blues Supporters Trust – the Board were made aware of the CBST. Agreed that KM approach them re membership fee structure.	KM
10.	Date of next meeting - 6 December 2016 at Cardiff City Foundation at 7.15	

