



**Minutes CCST Board of Directors
Board Meeting
Tuesday 5th March 2019
At Cardiff City Stadium Boardroom**

	Attendance: Keith Morgan[KM];David Craig[DC];Kristina Hedges[KH];Tim Hartley[TH];Rob Jeffery[RJ] Apologies: Jon Day[JD];Kieran Jones[KJ];Clive Harry[CH] The minutes of the Tuesday 8 th January 2019 meeting were accepted as a true record.	ACTION
1.	<p>Matters arising:</p> <p>1]KM reported that the Premier League Small Grant Scheme is still operational although there was no evidence that grants had been awarded in the past year. It had been raised at the recent Premier League Fans' Group but only informally. KM will keep up to date with this and it will be an item on the next meeting's agenda.</p> <p>2]KM had sent responses to the questions posed by Scott Johnson but had heard nothing since. Ongoing</p> <p>3]It was agreed that we were fully compliant with the main requirements of GDPR although RJ reported that he was still seeking responses from a number of members with reference to sharing of data. This is now simply an administrative activity. Any further GDPR issues will be reported to the board when necessary. Completed</p> <p>4]KM had produced a summary statement in response to the publication of the Club's 2017-8 accounts which was made available to the Board and to Trust members Resolved</p> <p>5]Wayne Nash, Stadium Manager, had agreed to receive issues raised by members as a block at the end of the month in which they were received by the Trust. KM to check if a response had been sent to a member who raised the issue of the Club's green credentials and to inform him of the new arrangement agreed with Wayne Nash.</p> <p>6]The matter of the Club paying the living wage had not been raised at the meeting KM had with Ken Choo[Club CEO] In view of the aftermath arising from the death of Emiliano Sala it was deemed not to be an appropriate time. KM to raise the issue at the next meeting with Ken Choo.</p> <p>7]At a meeting DC had with Councillor Dilwar Ali the question of the Club making a donation to the Rhodri Morgan Statue Appeal arose. DC agreed to approach the Club on this matter. DC made it clear that this was being done in a personal capacity and not as a Trust representative.</p> <p>8] In a response to an e.mail sent by DC to Ken Choo thanking him for the contribution the Club had made to raising funds for The</p>	<p>KM</p> <p>KM</p> <p>KM</p>

	Wallich Homelessness Charity, he had received an e.mail from KC congratulating the Trust for the work the Trust had done. The sum raised was £2233.	
2.	<p>Correspondence:</p> <p>1]KM reported that he had received a request from the Trust's insurers for a renewal of the insurance premium of £419.80. This was the same amount as last year. It was agreed that this should be paid.</p> <p>2]An e.mail had been received from Colin Adamson of the Luton Town Supporters' Trust asking if the Trust could communicate with him although he did not specify a particular issue. KM had responded seeking further information but has had no response to date.</p> <p style="text-align: center;">Ongoing</p> <p>3]An e.mail had been received from the St Helena Football Association seeking a donation from the Trust towards a fund to help their players to take part in the Inter Island Games which will take place in Angelsey this year. This was discussed but considered not appropriate to our general aims as a Trust. KM to convey this decision to the St Helena Football Association.</p>	KM
3.	<p>Governance and Compliance:</p> <p>1]As stated earlier the Trust is now compliant with GDPR.</p> <p>2]Supporters' Direct/Football Supporters' Federation - TH reported that there had been one meeting of the new combined group now named the Combined Fans' Forum and that a settling down period was underway. TH to keep the Board informed of developments.</p> <p>3]KM reported that the FCA[Financial Conduct Authority]would be issuing the Trust with a new membership number on Friday 8th March 2019 and that the new registration, under the title of Bluebirds Supporters' Trust, would take effect from Monday 1st April 2019.</p>	
4	<p>Finance Report:</p> <p>1]KM agreed to prepare and present a draft profit/loss account for the year ending 31st December 2018. He would do the same for the period 1st January 2019 to 31st March 2019. This was required</p>	KM

	because of the new registration period beginning on 1 st April 2019. He also agreed to send the above to the Independent Assessor as soon as possible.	
5	Membership Report: Membership numbers remain steady.	
6	Supporter Liaison Officer Report: Kieran Jones to be asked[DC] to circulate an update on this to Board members as soon as is possible.	<u>DC</u>
7.	Club finances update: See Matters arising point 4].	
8.	Newsletter/Social Event: 1]The newsletter had been distributed electronically to members and hard copies had been sent to members without an e.mail. A further 150 hard copies are being produced for distribution at the Trust Office[hopefully at the West Ham game]Those who want a copy at the Trust Office and are not members would be invited to make a small donation. Congratulations to go to Rob Jeffery in particular for the work he has done on this and to all those who submitted articles for the newsletter. 2]DC reported that he had not made much progress on staging a members' event and suggested that it would now be more realistic to arrange a journalist/players Q and A at the AGM. This was accepted. DC to pursue.	RJ DC

The date of the next meeting is Tuesday 9th April 2019 at 7pm.

Venue: Cardiff City Club Boardroom, Cardiff City Stadium

A number of important matters were discussed which were not agenda items. They were:

1] RJ presented a time-line for the Board elections/preparation for the AGM agenda and work required on the night[This will be discussed in detail at future meetings]

2]The need to approach members, friends, relatives etc to stand for election to the Board was highlighted. DC to e.mail Phil Nifield[Trust Press Officer] to ask him to prepare and distribute a request to members to put their names forward for election.

Action - DC

3]It was time to identify the Trust's chosen charity for the 2019 -20 season.

DC to e.mail Paul Evans to ask him to issue an invite to members to nominate a charity.

It will be made clear that charities nominated should be local. **Action - DC**

4]KH informed the meeting of the anti-racism work with which she is involved and with which, she hopes, the Board/Trust can assist. Kristina was invited to send an e.mail to Board members providing more details on what is required. **Action - KH**

5]KM reported on preparations for the Homeless World Cup which is to be staged in Wales this year. Information on the details of organisation will be available in the next few weeks. KM hopes that the Board/Trust can be vehicles for raising awareness about this event. KM to bring details to the Board which will then discuss how we might become involved. **Action – KM**

6]TH suggested that the Trust could stage a charity football match at the Cardiff City Stadium one week after the end of the season. It would be a match between a Trust team and opponents to be considered. KM agreed to speak to Wayne Nash about the feasibility of this before possible opponents are approached. **Action - KM**

