



**Minutes CCST Board of Directors Meeting  
Tuesday 3<sup>rd</sup> March 2020  
Cardiff City Stadium Boardroom**

	<b><u>Attendance:</u></b> Keith Morgan[KM];David Craig[DC]; Richard Lewis[RL];Rob Jeffery[RJ];  <b><u>Apologies:</u></b> Jon Day[JD];Tim Hartley[TH];Kristina Hedges[KH]	<b>ACTION</b>
*	<p>The minutes of the Monday 10<sup>th</sup> February 2020 meeting were accepted as a true record.</p> <p><b><u>Matters arising</u></b></p> <p>1. Living Wage: KM had not had time to pursue this with the Club but will now make time to arrange a meeting with Ken Choo. He will also put 1] the use of non-recyclable materials[particularly plastic cups] at the Stadium and 2] squad photograph with players holding Show Racism the Red Card posters for the coming season on the agenda for that meeting.</p> <p>2. Cash payments: RL reported that it was now possible to pay in cash at most of the Ninian Stand tills but not on Tier 4. RL to follow up this and report.</p> <p><b><u>Correspondence:</u></b></p> <p>There was none.</p> <p><b><u>Governance and Compliance:</u></b></p> <p>1. KM reported that RL and KH had indicated their understanding of the paperwork they received and relating to the Supporters' Direct Model Rules for a Supporter Community Mutual. This was a requirement in relation to the FCA[Financial Conduct Authority] form completion.</p>	<p><b>KM</b></p> <p><b>RL</b></p>

	<p>KM had now agreed to distribute the appropriate papers relating to this to all Board members for their signatures indicating that they accept and will act in accordance with those requirements. DC to assist with the distribution of papers.</p> <p>2. AGM: RJ reported that this was progressing as laid out in time-line he had distributed at previous meeting. DC reported that Nathan Blake had confirmed that he would be attending the AGM but that he had not had a response from Rob Phillips or from Jason Perry. DC to pursue this.</p> <p><b><u>Financial Report:</u></b></p> <p>KM to issue February statement when available.</p> <p><b><u>Membership Report:</u></b></p> <p>Total number of members has remained stable.</p> <p><b><u>The Club and Sustainability Issues:</u></b></p> <p>RL reported that the meeting between Levy and Friends of the Earth to discuss the use of plastics at the Stadium had not taken place and that a meeting had not been rescheduled. RL to keep Board informed of developments on this. RL reported that he had been giving thought to some issues that the Board might discuss at a future date. He identified transport as something to consider.</p> <p><b><u>Working with Show Racism the Red Card.</u></b></p> <p>DC unable to represent the Trust at the SRtRC Awards to Schools. at the Hilton Hotel Cardiff on Thursday April 2<sup>nd</sup> 2020. DC to ask KH to issue more details on this to all Board members in the hope that someone is able to represent us.</p> <p><b><u>Social events/newsletter/magazine/charity support/memorabilia-Club museum/Foodbank:</u></b></p> <p>RL indicated that he is interested in working on the production of a newsletter and that he would work on a draft format for discussion. DC to send the list of items worthy of consideration which TH had drawn up to RL. RJ to forward Mike Morris's e.mail address to RL in relation to this. RJ reported that the magazine would soon be distributed to members. KM took the opportunity to thank RJ and all the contributors to the magazine for their excellent work with this.</p>	<p>KM/DC</p> <p>DC</p> <p>RL</p> <p>DC</p> <p>RL</p> <p>DC</p> <p>RJ</p>
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	<p>DC distributed a note regarding suggestions from a member as to how our process for choosing a charity to support could be improved. The Board willingly accepted the suggestions. DC to ensure that the new process is followed this year and to contact the member to inform him of the Board's decision.</p> <p>DC had not been able to contact the Cardiff Foodbanks Manager but would continue to pursue this.</p> <p>KM to obtain details of the Everton Supporters' Trust and pass to RL,</p> <p>Date of next meeting Tuesday 7<sup>th</sup> April 2020 7-8.30pm</p> <p>Venue to be confirmed</p>	<p><b>DC</b></p> <p><b>DC</b></p> <p><b>KM</b></p>
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