



Minutes CCST Board of Directors Meeting Tuesday 11th May 2021 7pm [This was a Zoom meeting hosted by Jon Day –Thanks to Jon for setting this up]	
<p>Attendance: Keith Morgan[KM];David Craig[DC]; Richard Lewis[RL];Rob Jeffery[RJ];Jon Day[JD];Phil Nifield[PN]</p> <p>Apologies: There were none.</p> <p>The minutes of Tuesday 6th April 2021 meeting were accepted as an accurate record.</p>	
<p><u>Matters arising under:</u></p> <p>A. <u>Correspondence</u></p> <p>1. Club Chief Executive Ken Choo had informed KM that all communication between them should now be by telephone.</p> <p>2. In response to communication with regard to sale of Football for Fans scarf, it was decided that PN would convey details of this to Trust members and then to message boards.</p> <p>3. JD has picked up request from family asking for help to identify former City player George West[time at Club 1913-21]from a photograph. JD to attempt to obtain copy of photograph, scan it to RJ who will take this further if possible.</p> <p>B. <u>Governance and Compliance</u></p> <p>1.F.C.A.[Financial Conduct Authority]has still not confirmed Trust’s registration. KM has supplied F.C.A. with all information requested. KM to contact them on Friday 14th May to attempt to resolve this and to report.</p> <p>2. AGM related: RJ reported that there was nothing in the Trust constitution that ties election of Board members to AGM timetable. He suggested that the earlier decision to hold AGM on Thursday 24th June be revoked. This was accepted. It was agreed that Trust members should be encouraged to become Board members. PN to compose and distribute notice to members to this effect. Board members to try to identify, and encourage, members to put themselves forward.</p> <p>Cont.</p>	<p>PN</p> <p>JD/RJ</p> <p>KM</p> <p>PN</p> <p>ALL</p>

	<p>Holding of an AGM will be kept under review. At this stage, it was accepted that a virtual AGM would be impracticable but this, too, would be kept under review. RJ to oversee and provide update on this.</p> <p>C. <u>Trust finances update</u></p> <p>Income is slightly up on this period in 2020.</p> <p>D. <u>Trust membership update</u></p> <p>Membership has remained steady.</p> <p>It was agreed that both finances and membership updates would now be listed as agenda items as quarterly rather than monthly. DC to adjust future agendas accordingly.</p> <p>E. <u>Arrangements for holding Board meetings.</u></p> <p>Zoom meetings to continue. JD has set up links for next 5 meetings. He will look into how meetings can proceed if he is not able to host them. DC to be instructed on hosting meetings if required.</p> <p>F. <u>Magazine/Peter Whittingham tribute/Foodbank/Mural</u></p> <p><u>1.Magazine:</u> RJ reported that the quiz and four articles are ready for the next edition. He asked KM to submit a chairman's address. KM agreed to provide this by Friday 14th May. RJ will then proceed with publication and distribution by the end of May.</p> <p><u>2.Peter Whittingham tribute:</u> KM confirmed that the Club was making plans for a tribute. This will be arranged to coincide with fans returning to watch games at the Stadium. KM to keep this on the agenda for his meetings with Club management.</p> <p><u>3.Foodbank:</u> The Club is in agreement with the Trust operating a foodbank collection point at the Trust Office. RL reported that Wayne Nash has to sign off Health and Safety regulations compliance. RL to keep the Board informed of developments with this.</p> <p><u>4. Mural:</u> There are conflicting reports on how the Club/proposers of the mural have approached this to date. Even after KM's discussion with the Club on this, there is still need for clarification on respective positions. KM to ensure that this is on the agenda for his meetings with the Club's management.</p> <p>Cont.</p>	<p>RJ</p> <p>DC</p> <p>JD/DC</p> <p>RJ</p> <p>KM</p> <p>RL</p> <p>KM</p>
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	<p>TH is waiting for a response from Yusuf Ismail[proposer] to his request for details of the likely cost. On receipt of this, the Trust Board will consider giving its support to the project provided that the Club also gives its support.</p> <p>Date/time of next meeting: Tuesday 1st June 2021 at 7pm</p> <p>*****</p>	<p>TH</p>
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