



**Minutes CCST Board of Directors Meeting
Thursday 07th March 2024 at 7pm
Cardiff City Stadium**

	<p>Attendance: Mike Spear [MS]; Phil Nifield [PN]; Jeremy Williams [JW]; Rob Jeffery [RJ]; Nick Williams [NW]; Keith Morgan [KM];</p> <p>Apologies: Jonathan Day [JD]; Gethin Evans [GE]</p>	
	<p>The minutes of 07th March 2024 Board meeting were accepted as a true record.</p> <p><u>Matters arising/Review of Action Grid</u></p> <p>1] MS to contact Stadium Manager Wayne Nash and discuss Trust member's request for better communication from the club (e-mail out to all) reference future closures of roads around the stadium. Following contact with Stadium Manager It was agreed to advise the individual Trust member to tick off the relevant e-mail request field in Club Profile 'Communication preferences.' It was agreed that the Trust would keep an eye on how the club communicates to supporters when future high-profile games require road closures and police barriers.</p> <p>2] KM to Liaise with GE and populate areas of the Stripe account with the relative data, to proceed with Stripe. Ongoing KM stated this will be carried ASAP; KM to report to the board within the next week.</p> <p>3] MS to confirm with Compass arrangements for the AGM to be held at the Ricoh Suite. Contact made with Saskia Davies of Compass; all arranged.</p> <p><u>Correspondence</u></p> <p>1] Two Trust members have contacted the Board with intentions to apply for Election to the Board. 2] Trust chair recently received correspondence from FSA and circulated around Board members. There were links to surveys. The Trust will endeavour to complete the survey.</p> <p>Action 1. MS to look at completing the survey on Ticketing pricing.</p> <p><u>Governance and Compliance</u></p> <p>1] Nothing of note to report.</p>	<p style="text-align: right;">Complete</p> <p style="text-align: right;">Ongoing</p> <p style="text-align: right;">Complete</p> <p style="text-align: right;">MS</p>

Relationships/communications

1] **Fans Advisory Board (FAB) update.** FAB recently held an online meeting where JW was officially approved to replace MS as Trust Statutory member to the FAB.
KM briefed the Forum on what was discussed. Including: the clubs intended Ticket pricing for the 2024/25 season and Club's plans for the 125-year anniversary celebration.
MS asked whether notes of FAB (Fan's representatives) meetings were now being distributed to fans in General. MS went on to say at the meeting in February it was agreed that a website/FAB page would be set up and details of meetings would be pushed out to City Fans. KM stated minutes have been distributed around Fan's FAB members.
KM agreed to ask FAB Fan's Chairman as to the status of the website, and what the access arrangements are, so the Trust can advise its members of such access.
KM stated, at the next FAB meeting the intentions are to ask for certain issues to be pushed through from the Trust, so we can be seen to be similarly relevant.

Financial matters

1] **General update on finances:** NW sent out latest financial report and issues to Board members prior to the meeting. NW ran through the report and briefed the Forum on comparisons on the account 12 months in 2022 and 12 months in 2023.
2] **Banking arrangements/Business mandate:** KM stated the online forms for mandate change have been submitted and that he expected it would take 7 to days to process and board members should receive an e-mail within next 7 to 10 days.

Social events/community work

1] **Proposed organising of a former player's event:** as per meeting in March the timelines were discussed, and it was agreed it will be put on hold for the time being.
2] **DSA Quiz night 18th April:** The Trust Board will be providing attendees and hopefully field a team.
3] **Trust AGM:** 30th May is now confirmed. RJ ran through the timelines.
2] **Foodbank collection:** Next collection December TBC.
3] **Magazine:** TBC.
4] **The Memorial Garden;** MS briefed the forum on ongoing project and the perceived expansion.

AOB

None

The date/time/venue for the next meeting Wednesday 02nd May
TBC 2024.

**All Board
Members**

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Action Grid

Action	Item	To
1	MS to look at completing the survey on in the link provided in the FSA news release reference Ticketing pricing.	MS