

# Argyle Fans' Trust Meeting

## MINUTES

10<sup>TH</sup> AUGUST

7.30PM

CHERRY TREE PUBLIC HOUSE

<b>MEETING CALLED BY</b>	Argyle Fans' Trust Board
<b>TYPE OF MEETING</b>	Board Meeting
<b>CHAIRPERSON</b>	Richard Blight
<b>NOTE TAKER</b>	Linda Fleming
<b>ATTENDEES</b>	John Petrie, John Demellweek, Paul Bartolini, Ed Shillabeer
<b>APOLOGIES</b>	Tim Chown, Gareth Nicholson, Margaret Carn

## Agenda topics

### SGM ARRANGEMENTS

<b>DISCUSSION</b>	To finalise arrangements for the forthcoming SGM to be held on 18 <sup>th</sup> August and update on progress on actions outstanding.	
	Confirmed Plymouth Citybus as the venue. James Brent is unable to attend due to the Trust SGM clashing with the Argyle Board meeting. There has been no guidance issued by JB on any specific messages to impart	
	Board discussed how to position the message on the 20% offer in the SGM to Trust members – given the advice received from the Trust's financial advisor and SD.	
<b>CONCLUSIONS</b>	The Trust Board will update members on the offer using a fact based approach – i.e. that the offer is for preference shares and having a £20% stake in the club does not entitle the Trust to voting rights.	
	In addition – the Trust Board will also make the membership aware of the other possible options that may be available to enable for the Trust to have a stakeholding in the club. Jon Sparkes is attending the meeting and will be able to give a view on the financial details of the offer and different options.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Send Consultative Trust paper to James Brent	Tim Chown	14 <sup>th</sup> August 12

### MEMBERSHIP REPORT

<b>DISCUSSION</b>	1660 Members registered 1337 Paid up members 323 Lapsed due to overdue payment 141 Juniors registered	
<b>CONCLUSIONS</b>	N/A	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		

### SOCIAL EVENT 18<sup>TH</sup> AUG

<b>DISCUSSION</b>	ES confirmed that it has not been possible to book entertainment for the proposed event. The consensus in the meeting was that time is short in organizing the party and the likely impact on its success.	
<b>CONCLUSIONS</b>	Postpone the party until the preferred date of September 29 <sup>th</sup> when Southend are at home. Arrange for Pig Racing or Horse racing as the entertainment.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Meet with GT to confirm the event for the Board's preferred date	Ed Shillabeer	25 <sup>th</sup> August

#### PASB ELECTIONS / UPDATE

<b>DISCUSSION</b>	Discussed the status following the PASB meeting attended by ES, JP and JD and where 3 seats granted to the Trust. Also discussed the appetite of the various groups to be represented on the PASB Board.	
	Out of 10 candidates standing, 8 are trust members and there are 6 that are actually interested (one has confirmed no interest and another has not replied).	
<b>CONCLUSIONS</b>	Need to follow up on the status of Groups' interest in being represented on PASB.	
	The Trust should put out a communication via the website to Trust members on the 6 candidates and giving a concise 'pen picture' for each.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Follow up Groups	John Petrie	17 <sup>th</sup> August
Contact candidates and put together pen pictures for site	Linda Fleming (in conjunction with Tim Chown_	17 <sup>th</sup> August

#### NEWSLETTER / FANZINE

<b>DISCUSSION</b>	JP presented to the Board information regarding a Trust member (Andy Symons) who is interested in producing a Fanzine.	
	John Demellweek also confirmed that an ex-Liberal party worker who is experienced in producing communications (Matt Waterworth) is also interested in working in this area.	
	The Board would retain editorial rights and determine the frequency of issue and would also manage any advertisers.	
<b>CONCLUSIONS</b>	Use both volunteers if possible. Produce electronic and paper versions as per Trust member preference.	
	Frequency of publication – suggested that this should be bi-monthly with one issue during the close season.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Connect Andy Symons and Matt Waterworth and work with them to kick start the production of Fanzine and feedback to the Board on timescales to launch.	John Petrie	14 <sup>th</sup> August

#### POMPEY GAME

<b>DISCUSSION</b>	Discussed the fact that the Trust has volunteered to support Pompey in their fundraising at the forthcoming away game. Volunteers not yet engaged.	
<b>CONCLUSIONS</b>	ES and PB will assist Pompey and JP will attempt to enlist more of our volunteers attending the match	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Ask volunteers if they are willing to assist	John Petrie	15 <sup>th</sup> August

#### FAMILY AREA RELOCATION

<b>DISCUSSION</b>	Discussed the reaction of fans to the relocation of the Family area and the number of postings on various social media. Confirmed that the Club will allow those unhappy with the relocation to choose seats elsewhere in the ground	
<b>CONCLUSIONS</b>	The Trust should put together a communication summarizing the position and then post as a news story	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Produce a news story and give to Tim Chown for publication	John Petrie	17 <sup>th</sup> August

## AOB

### TRUST ELECTIONS

<b>DISCUSSION</b>	RB queried the date of AGM and the timing of the election / re-election of Board members and the communications etc. required.	
<b>CONCLUSIONS</b>	Need to firm up what needs to happen and put plans in place to make sure that we comply with SD rules	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Linda Fleming to contact Tim Chown to finalise what needs to happen and by when.	Linda Fleming	15 <sup>th</sup> August

### TRUST WEBSITE AND EMAIL

<b>DISCUSSION</b>	Discussed various issues with Trust members receiving electronic communications – and which are attributed to Intouch not operating effectively. These issues are known and have been ongoing for some time and often discussed in Board meetings.	
PB is keen to see a change to the look and feel of the Trust website (view is that it is dark and not particularly attractive) and that the functionality that could be introduced with plug ins would make the site more attractive to users'. His view is that there are reasonably low cost solutions that would give a robust data management solution, mail functionality and fully functioning website. Opinion was split as to whether it is necessary to seek a replacement application. Confirmed by PB that choosing a different solution would not be risky as all aspects would be tested, require a period of 'parallel run' before migrating to a new application.		
<b>CONCLUSIONS</b>	Motion raised by ES and seconded by JP – proposing that PB is entrusted into conducting research into improved technical solutions and that he is guided by TC (as the Trust's technical expert).	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
PB / TC present back options for alternative applications to the Board at next meeting	Paul Bartolini	1 <sup>st</sup> September

### AOB – NEW TRUST MEMBERSHIP CARD

<b>DISCUSSION</b>	JD circulated c. 6 different options for a new card design.	
<b>CONCLUSIONS</b>	New designs well received and will be further worked on to ensure text boxes are sized correctly etc. before circulating again and vote on the best design	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Finalise designs	John Demellweek	1 <sup>st</sup> September?

### TRUST MEETING DIARY

<b>DISCUSSION</b>	Incoming Secretary queried frequency of Board update meetings. All agreed that to ensure effective running of the Trust, these need to be scheduled ahead to book out time in Board members' diaries.	
<b>CONCLUSIONS</b>	Coincide Board meetings with Saturday home games, commencing at 11am and lasting for one hour. Agenda circulated by Secretary and finalised by 5pm on the day before.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
First meeting proposed for thome game after the SGM on 1 <sup>st</sup> September.	Linda Fleming	Ongoing

### AFT TABARDS

<b>DISCUSSION</b>	Discussed the new tabards, when these should be worn and the numbers that should be ordered.	
<b>CONCLUSIONS</b>	Agreed that sensible volumes would be to order 4 in 3 sizes – medium, large and extra large initially and more should they be required. Agreed that these should be worn by volunteers wherever possible, including when manning the information booths.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Monitor and order more if required	Board members	Ongoing