



## Argyle Fans' Trust

### Society Board Meeting Minutes

11.30am Sunday 19<sup>th</sup> February 2012 at Cattedown Social Club

Item	Agreements	Action
<b>1. Members present</b>	Warren Bowden (WB), Tim Chown (TC), John Demellweek (JD), Richard Blight (RB), Ed Shillabeer (ES), Laura Starr (LS) and Margaret Carn (MC) were present. Gareth Nicholson (GN) offered apologies but was present on the phone for part of the meeting.	
<b>2. Matters arising</b>	Minutes of last meeting (26.11.11) were approved by email by the Acting Society Board and published November 2011.  WB put forward as Chair, all agreed.  LS put forward as Secretary, all agreed. MC put forward as Treasurer, all agreed.	



<p><b>3. Areas of responsibility</b></p>	<p><b>Membership:</b> RB &amp; JD happy to continue as Membership team, with assistance of Sally Snow. Potentially one other member could assist in busy times (renewals coming up).</p> <p><b>Fundraising:</b> All agreed that Trust should start to focus on Trust fundraising, previously this was mainly the remit of the Green Taverners. Fundraising for potential 20% share amount is to be separate from membership budget. MC and LS happy to help with fundraising.</p> <p><b>Communications/Campaigns:</b> TC and GN to continue work in this area.</p> <p><b>Liaison:</b> ES put himself forward to work in this area, networking with supporters groups, in Business Lounge, with Dave Boobyer at PAFC etc. RB &amp; JD to cover liaison on matchdays in Far Post Club.</p> <p>TC proposed that the role of Vice Chair should be continued. Vote taken: 1 abstained, 3 for, 1 absent, 1 against = motion carried. TC only candidate, agreed as the new Vice Chair.</p>	<p>WB to clarify with the Green Taverners their fundraising position, with regard to accelerated staff payments.</p> <p>GN &amp; TC to decide btw them who is primarily responsible for each area.</p> <p>LS to continue liaison with S.Direct and other Trusts.</p>
<p><b>4. Co-opting members onto the Board</b></p>	<p>Suggested that a proven fundraiser with excellent contacts would be useful as a co-opted Board member if the 20% share offer materialises. All agreed to leave this topic for now.</p>	<p>LS: put this on the next meeting agenda</p>
<p><b>5. Election feedback</b></p>	<p>WB thanked the EMG on behalf of the new Society Board.</p> <p>LS provided feedback on election facts and figures. Discussion of improvements for next election, potential of electronic voting (which could assist overseas voters in particular) and “watermarked” ballot papers.</p>	<p>LS: collate election feedback to put onto the website. Continue research into e-voting.</p>



<p><b>6. 20% share offer</b></p>	<p>No further details as yet. RB pointed out that options for members need to be clearly outlined in all communications on this topic. Proposal by James Brent to be put in writing. Potential of additional meeting with James Brent with Supporters Direct reps. present discussed.</p>	<p>WB to meet with James Brent to elicit more details on share offer.</p>
<p><b>7. GASB</b></p>	<p>WB informed group of meeting at PAFC, 12pm in Chisholm Lounge on 25.02.12, present will be Professor Wheeler who will outline plans for GASB to reps. of supporters groups including the Trust.</p>	<p>WB (as Chair) &amp; ES (as individual) to definitely attend stakeholders meeting on 25.02.12.</p>
<p><b>8. Adoption of new Supporters Direct Model Rules</b></p>	<p>LS asked for clarification on point 8 of Rules re. Asset Lock Option. All agreed this option could be excluded from AFT Rules, although further consultation to be sought from S.Direct. ES queried point 53.3 re. proxy votes at meetings. All agreed to recommend to members adoption of Model Rules as soon as possible by email and to ratify at next Board meeting.</p>	<p>LS to clarify with S.Direct the withdrawable share option. LS to clarify with S.Direct the asset lock option.</p>
<p><b>9. Treasurer's Report</b></p>	<p>MC distributed income expenditure sheets to group, copy signed by WB as Chair. WB reiterated that any payments made/reimbursements sought must be accompanied by a receipt. MC: additional signatory to MC and WB required, LS proposed. TC proposed that income sheet should be put on Trust website (before audit) for members' benefit, all agreed. ES raised issue of remuneration for Directors' expenses etc. All agreed this should be decided on an individual basis. MC: issue of volunteers handling membership fees. WB confirmed that volunteers are not to accept money, but only to hand out membership forms. Discussion of display banners for info kiosks and Trust tabards for volunteers: printing dependent on cost/budget.</p>	<p>LS to fill out signatory form (done after meeting). TC to put on website.</p> <p>TC to look into cost of reflective jackets. WB and LS to look into cost of printing banners, compare prices.</p>



<p><b>10. Membership Report</b></p>	<p><b>Membership:</b>          RB explained Paypal input issues (differences in member/account name) but so far no queries from members. Members more likely to donate paying by cheque than Paypal. Current membership figure: 1,524. Discussion of broadening methods of payment (amending membership form) to include standing orders, MC explained we cannot set up Direct Debits.</p> <p><b>Renewals:</b>          RB prompted discussion of what members should receive as incentive to renew. Newsletter/ members discount card. TC raised option of extended/life memberships. Agreed to leave this until more known about 20% share offer, could be incentive.</p> <p>RB: New membership cards needed, with date on.</p> <p>RB: initial email to be sent to renewing members, reminder by email 2 weeks later, then letter by post. Input date is members' joining date. InTouch issues remain with receipt of emails by some.</p> <p><b>Share Certificates:</b> Up to date with delivery.</p>	<p>RB &amp; JD to look into cost of producing plastic cards similar to Argyle season tickets.</p> <p>Membership Team to continue to work on details.</p> <p>GN to draft "bullet point" style statement to encourage members to renew, to go with renewals letter.</p> <p>RB to enquire with Rachel at KallKwik regarding cost of printing a small number of certificates and amendments to dates.</p>
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<p><b>11. AOB</b></p>	<p>AGM date to be decided, dependent on S.Direct advice on the auditing of Trust accounts.</p> <p>Standing down of Board members ahead of next election: all decided to draw lots at a later date as per rules.</p> <p>Newsletter: small sub-committee to be headed by LS. LS to provide costs of print. Default newsletter to be electronic copy, with printed copies available at info kiosks and gazebo, also posted to offline members.</p> <p>Trust to pursue having a page in the Argyle matchday programme.</p> <p>TC: PALFC new date for Spurs match is 15<sup>th</sup> April. All agreed to halt promotion until closer to the time due to previous postponements.</p> <p>All agreed there was no need for a specific Kick It Out event on the 25th; the message for the Barnet game was strong. Should be driven by the club.</p> <p>All agreed to not put the gazebo up on Tuesday evening matches.</p> <p>TC provided feedback from info kiosks. Refreshments are main issue (some 55 forms submitted in the two matches).</p> <p>No further movement on situation with P&amp;A Partnership.</p> <p>Discussion of the Trust having its own online forum, users could be redirected from PASOTI/ATD. Issue of moderation.</p> <p>Purchase of new table for Trust gazebo!</p> <p>All agreed to support safe standing campaign, as well as Sporting Chance International shirt donation drive.</p> <p>RB explained issue with downloading Trust membership form from PASOTI, defunct link.</p> <p>RB: old AFT email account needs to be shut down.</p>	<p>WB, LS and MC to meet to discuss plans for AGM. LS to seek advice of S.Direct re. audit.</p> <p>LS to liaise with Sally Snow re. idea of selling advertising space to fund cost of newsletter.</p> <p>RB &amp; JD to provide list of offline members.</p> <p>TC to look into pros/cons, systems used by other Trusts.</p> <p>RB &amp; JD to look into both campaigns.</p> <p>WB to contact Ian Newell to resolve this.</p> <p>RB to liaise with MC and deal with this, passing useful info on to LS.</p>
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	<p>MC: outdated signatories need to be taken off Trust bank account.</p> <p>MC: Peter Ryan to be taken off Paypal account, needs to be MC instead.</p> <p>Lots of potential campaigns in the pipeline, Board to agree participation of individual Directors in campaigns. Director responsible for Campaigns will keep an overall eye on projects.</p>	<p>WB and LS completed signatory forms after meeting. All agreed.</p>
<b>12. Date of next meeting</b>	<p>Saturday 31<sup>st</sup> March 2012, 10am. Location tbc.</p>	<p>WB to look into availability of a room at PAFC.</p>