



Argyle Fans' Trust
Board Meeting – MINUTES
Sunday 3rd August 2014; 1pm Paul's House

No	Item	Discussion/Summary	Action
1	Members Present / Apologies for Absence	Members Present: Andy Symons (AS), Tim Chown (TC, by Skype), Sam Down (SD), Paul Bartolini (PB), Bob Wright (BW) Apologies: Ed Shillabeer, Jon Sparkes, Jim Benton-Evans, Sally Snow	
2	Minutes of last meeting	The Minutes of the previous meeting have been circulated and approved.	
3	Matters arising	None	
4	RBL events	PB described the list of events proposed by the RBL. Two AFT events were proposed: a) A sponsored walk, in Mar/Apr 2015, between two appropriate locations in Devon b) A social event at HP on Friday night before Pompey game	
5	Gazebo	It was agreed that the AFT gazebo would be used every weekend match day, and set-up times agreed with the RBL. Gazebo rota to be drawn up Table/chairs to be checked Pull-up RBL poster to be designed and made (with perhaps a second one for club shop)	TC BW/PB TC
6	Exeter match	Sue and Steve have most arrangements in hand. The AFT's £200 donation to the 'wall of green and white' has been made. Sea cadets all arranged for the match, and to help with collection of green and white sheets at half time. Advertise online for helpers for Friday's layout of green and white sheets. Check club is happy with gazebo location for the season Run off more RBL flyers for the match (500?)	TC PB PB
7	Asset of Community Value (ACV) application for Home Park	AS explained the draft proposal, based on the successful one by Halifax, whose ground is also council-owned. The proposal gives the AFT six months notice of any potential sale of the ground, and an option to act to purchase. It is not clear as yet whether James Brent's option to buy from the Council takes precedence, but it was agreed that that should not prevent the application being submitted. The proposal was agreed by all Notify club that AFT intends to submit the ACV proposal shortly Finalise draft text and put into AFT letter template	AS TC



8	AR30 financial submission	<p>PB reported that he and JS had resubmitted the 2013 AR30 paperwork, and prepared a draft of the 2014 AR30, which TC is now checking.</p> <p>The AR30 is the formal financial return to the FSA (FCA).</p> <p>Prepare 2014 AR30 for posting to the FSA.</p>	TC/PB
9	Fanzine	<p>TC reported on behalf of editor Celia Ellicott that the material for the fanzine was nearly all ready.</p> <p>All advertising space has been taken.</p> <p>Celia suggested that our printer (Roy) do the layout of the first 24pp issue given the reasonable cost (£100) and a desire to have it look professionally done. Agreed by all.</p> <p>RBL article to be submitted</p> <p>Celia to be contacted to do last call for items and then to send material to Roy by end of the week. Goal is to distribute at the Exeter match.</p>	TC TC/SD
10	Supporters Direct membership	<p>PB reported that the £100 annual membership fee has been paid.</p> <p>Renewal form needs completion and submission</p>	TC/PB
11	AFT Member discount scheme	<p>AS and PB reported that Sally has a full list of all discounts that have been offered.</p> <p>Leaflet to be prepared listing all discounts, and info placed on AFT web site.</p> <p>Window sticker for participants to be explored</p>	TC/SS AS
12	Fans Forum	<p>PB reported that he had asked via James Greenacre at PAFC when the first Fans Forum would be (as a replacement channel for the club instead of the PASB), but there seems as yet to be no date set.</p> <p>It was noted that a Forum before the Exeter match would be a good time given the likely larger than usual attendance.</p> <p>Some questions about the club finances and Football League olden share conditions had been passed to the club, without response as yet.</p> <p>Check on Fans Forum plans with Martyn Starnes</p> <p>Resubmit and check for response to questions.</p> <p>It was noted that if answers are forthcoming quickly to either question info can be included in the fanzine.</p>	AS AS
13	AFT 2014 AGM and elections	<p>The AFT AGM has been set for 29th November 2014, before the York match. Martyn Starnes will be invited to participate in an open Q&A before the AGM, with the AGM running afterwards.</p> <p>Provisionally scheduled for Players Lounge from 10am to noon.</p> <p>Check Martyn Starnes' availability</p> <p>The election process starts around week 1 of October. An EMG (election management group) and chair (non Trust member) is required. Suggestions for EMG people required within 2 weeks</p>	AS ALL



14	AFT meeting with Tudor Evans	AS reported that he had met with Luke Pollard, and is meeting Tudor Evans on 11 th August for an informal discussion. SD will accompany AS.	
15	Secretary and RBL campaign assistant	<p>TC is currently Acting Secretary for the AFT, and handling the Secretary email.</p> <p>It was agreed that we should re-advertise for both a Secretary (for as long as they server) and an RBL campaign assistant (for the season ahead).</p> <p>Advertise for Secretary and RBL campaign assistant</p> <p>It was suggested that we advertise for an EMG chair at the same time</p> <p>PB also reported that he had spoken with Mark Lovell about the Argyle Ladies Team, who may also need some assistance.</p> <p>Find out details of how AFT may be able to help Argyle Ladies</p>	<p>TC</p> <p>TC</p> <p>PB</p>
16	AFT Close Season Survey	<p>TC reported the survey is complete and results ready. He thanked John Lloyd for his excellent work on this.</p> <p>It was suggested these can be published jointly with the club this coming week.</p> <p>Send summary of results and raw data to club and coordinate a press release</p> <p>Circulate results to the AFT board in advance of publishing to membership.</p>	<p>TC/JL</p> <p>TC</p>
17	Treasurer's Report	<p>PB reported AFT's total bank balance (including PayPal deposits) to be £14,003.38 as of 31st July 2014.</p> <p>PB added that there is already £706.00 in the RBL 'Shirt Pot' (which is where we will gather separately the contributions to the cost of the back-of-shirt RBL sponsorship).</p> <p>The 2014 year-end accounts have been passed to our accountants Bishop Fleming. The AR30 for 2014 has been drafted.</p> <p>All PayPal issues are now reconciled.</p> <p>Change PayPal password</p>	PB
18	Membership Report	<p>BW reported 1,028 full members, including 165 junior members.</p> <p>It was noted that we can – as always – communicate better with members. Regular member emails will resume this week, and the fanzine should improve our outreach.</p>	
19	RBL discussion	<p>TC reported that the Virgin Money Giving site for direct donations to the RBL was up and running.</p> <p>See: http://uk.virginmoneygiving.com/ArgyleFansTrust</p>	



		<p>In parallel, the RBL 'Shirt Pot' will allow fans, businesses and organisations to contribute to the cost of the sponsoring donation.</p> <p>After feedback from the club, the prices for the complimentary Tribute Lounge and Boardroom/Directors' Box tickets were set at £30 and £80 respectively. It was noted in some cases the AFT may give these away for free, e.g. to the RBL.</p> <p>The 'Friends of the RBL' scheme was agreed at £25.</p> <p>The 'RBL Supporter' scheme aimed at businesses and organisations was agreed at £500.</p> <p>The goal-side advertising hoardings, to include the RBL WWI 100 logo, were agreed at £1500 (+ installation).</p> <p>Backers for the hoardings should be found asap as the club does not want them standing empty.</p> <p>BW reported he has set up a mobile number for sponsors to contact the AFT. This was included in the flyer prepared by TC and now available in the club shop.</p> <p>These opportunities and prices are to be advertised asap via online and other channels.</p>	TC/PB
20	AOB	<p>PB reported he is working on joint merchandising opportunities with the RBL and club.</p> <p>It was agreed that PB would explore further.</p> <p>PB suggested we may consider a special AFT Ale, to be sold at the GT lounge and elsewhere.</p> <p>Again, it was agreed for PB to explore further, and to speak to the GTs</p> <p>BW said that a covering letter is needed to go out to 'offline' members with the RBL flyer</p> <p>Draft covering letter</p> <p>The RBL sponsorship gives the AFT a page in each match programme.</p> <p>Draft copy for the Exeter programme, reflecting flyer content.</p>	<p>PB</p> <p>PB</p> <p>TC</p> <p>TC</p>
21	Date of next meeting	TBD	