



**Argyle Fans' Trust**

**Board Meeting – MINUTES**

**Saturday 14th December 2019; 11:00am, Goals, Outland Road, Plymouth**

| No | Item   | Discussion/Summary   | Action |
|----|--|--|--------|
| 1  | <b>Welcome and Apologies for Absence</b>                             | <p><b>Board Members present:</b><br/>Keith Brown (KB), Sue Clark (SC), Chris Dean (CD), Celia Ellacott (CE), Tony Hooper (TH), John Lloyd (JL), Virginia Pike (VP), Roger Willis (RW)</p> <p><b>Apologies received:</b><br/>Emma Sellick (ES), Tim Chown (TC)</p>  |        |
| 2  | <b>Approval of Minutes and Matters Arising from previous meeting</b> | <p>The minutes of the previous meeting were approved (proposed by JL, seconded by KB).</p> <p>CE proposed that a vote for the Chair should be deferred until the next meeting when all Board members would have a chance to hear from the candidates. Proposed by TH, seconded by JL, carried.</p> <p>John Lloyd (JL) and Emma Sellick (ES) were co-opted back on to the Board. Proposed by RW, seconded by CE, carried and welcomed.</p> <p>The potential co-options of Tony Cannan and Sam Down were discussed. Celia confirmed that Tony Cannan was happy to be co-opted. Proposed by CE, seconded by JL, carried.</p> <p>It was not certain that Sam wished to be co-opted as a Board member, so it was agreed that VP would speak with Sam.</p> | VP     |
| 3  | <b>Membership Secretary's Report (RW)</b>                            | <p>Renewal letters are being looked at. There are a number of emails bouncing back and 300 on the suppression list (though only some of those are current members).</p> <p>It was agreed to enhance the current procedure and issue new share certificates when the structure is in place. CD offered to help with this.</p> <p>There was a discussion on the merits of InTouch and it was suggested to look at Member Mojo and the set up at Bournemouth Trust, however it was noted that InTouch is stable and has a very good support network as well as being endorsed by the FSA.</p>   |        |
| 4  | <b>Treasurer's Report (VP)</b>                                       | <p>The accounts for 2018/2018 were approved and signed.</p> <p>KB advised he needed to amend his entry on the AR30 form.</p>   | KB/TC  |

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|    |   | Printing costs were discussed, RW noted there had been a saving during the last financial year which allowed a small profit.   |    |
| 5  | <b>Secretary's Report</b><br>(TC)                             | <p>TC had apologised for absence in advance so was not present to report in person.</p> <p>TC will submit the AR30 form to the FCA given the accounts are now signed off.</p> <p>CE offered a vote of thanks to Tim for his help with the AGM etc.</p>   | TC |
| 6  | <b>Events planning</b><br>(ES)                                | There is a provisional date of 6 March for the Fundraising Quiz and Emma is also planning an additional event.   |    |
| 7  | <b>Social Media Update</b><br>(ES)                            | The Board again thanked ES for all her excellent work on social media.   |    |
| 8  | <b>Communications and Marketing sub-group</b><br>(CE, CD, JL) | <p>CE has produced the 2020 calendar and VP suggested a Robbie Bullen book of cartoons for next season.</p> <p>CE proposed giving Russell Moore £100 as a thank you for his kind donation of his books which are selling well and will provide funds for the AFT.</p> <p>It was confirmed that all news and announcements should go to the Website and connect to Social Media in order to drive traffic. If in doubt ES should discuss what goes out on Social Media.</p> | VP |
| 9  | <b>Governance sub-group report</b><br>(KB, TC, TH)            | Discussion on governance was deferred.   |    |
| 10 | <b>Membership Building sub-group report</b><br>(VP, ES, RW)   | Discussion deferred.   |    |
| 11 | <b>AOB</b>  | None.  |    |
| 12 | <b>Date of next meeting</b>                                   | The next meeting was agreed for Saturday 18 January, time and place to be confirmed.   |    |
| 13 | <b>Close of Meeting</b>                                       | The meeting was then closed.   |    |

VP  
18 December 2019