



Argyle Fans' Trust
Board Meeting – MINUTES
Sunday 1st November 2020, 10am, by Zoom (online)

No	Item	Discussion/Summary	Action
1	Welcome and Apologies for Absence	<p>Members present: Keith Brown (KB), Chris Dean (CD), Virginia Pike (VP), Emma Sellick (ES), Roger Willis (RW, from 10.20am)</p> <p>Tim Chown (TC, Secretary)</p> <p>The meeting was quorate (5 of 9 Board members present from 10:20am).</p> <p>Apologies received: Sue Clark (SC), Tony Cannan (TCa), Celia Ellacott (CE), John Lloyd (JL)</p>	
2	Approval of Minutes and Matters Arising from previous meeting	<p>The minutes of the meeting of 19th September were approved and are now available at: https://www.argylefanstrust.com/wp-content/uploads/2020/11/AFT-Board-Minutes-19Sep2020.pdf</p> <p>VP visited the AFT's registered office to collect post. This included a letter from the FCA regarding access to the online submission system. It was agreed that we should review the registered office arrangements periodically given its importance. TC to email board.</p> <p>VP explained the options for kiosk signage at HP. We will seek to put it up high to be more visible.</p>	TC
3	Membership Secretary's Report (RW)	<p>There are now over 400 members again, with new memberships coming from the iFollow pass draws.</p> <p>VP is following up with the three members who have made PayPal cancellations.</p>	VP
4	Treasurer's Report (VP/KB)	<p>TC reported that the approved accounts for 2019/20 have now been signed and scanned.</p> <p>VP reported the current balances: £7,532 at Barclays as of last night. £167.35 at PayPal as of today.</p> <p>VP reported that the online banking is now working, and that a card reader for cashless payments has been purchased but not yet tested.</p>	

		KB stated that he needs the latest two months of PayPal and Barclays statements to complete the monthly accounts / cash book. RW to provide the PayPal statements and VP the Barclays.	VP/ RW
5	Secretary's Report (TC)	<p>TC reported the email motions since the last board meeting:</p> <p>23/09/2020 "To hold our AGM on Sat 28th November 2020" 7 for, 2 no reply, passed</p> <p>24/09/2020 "The AFT Board agrees that the upcoming 2020 election will see 2 of the 6 existing elected board members stand down for re-election (1/3 of the board, as per the AFT Rules), and that up to 8 board members may be elected to take the Board to its maximum size of 12. The number of board members to be elected is higher than last year as the number of available places on the Board is larger. Neil Le Milliere (ECFC Trust) will be the chair of the EMG, assisted by Tim Chown, AFT Secretary" 6 for, 3 no reply, passed</p> <p>04/10/2020 "To accept a correction to the accounts on the last page, for a transposition error - £8,570 for £8,750. The overall figures are not affected." 6 for, 3 no reply, passed</p> <p>The planning for the AGM on Saturday 28th November was discussed. The FSA guidance allows for the AGM to be held by Zoom, which it was agreed we would do: https://thefsa.org.uk/news/covid-19-agm-guidance/</p> <p>It was agreed the AGM will be at 7pm subject to no clash with any PAFC 2nd round FA Cup match (in which case we would change to 11am).</p> <p>Incentives for members to attend were discussed; suggestions included a draw for a shirt, or for iFollow passes for the next match, or free Robby Bullen season calendars.</p> <p>TC reported that he now has access to FCA online submissions. The updated Rules (2016 Model Rules) have been submitted and the FSA have confirmed that these are being processed. The FSA is advising that new 2021 Model Rules are coming, probably to be finalised and approved at the 2021 AGM.</p> <p>TC reported the Board election outcome, which has been posted at: https://www.argylefanstrust.com/2020/10/25/report-on-aft-board-election-process/</p>	

		<p>Six posts are to be subject to an affirmative vote at the AGM, namely: John Lloyd, Sam Down, Tony Cannan, Emma Sellick, Sally Cockell and Chris Dennis.</p> <p>TC reported that he will complete the AR30 return in the coming weeks; the accounts need to be presented at the AGM and the AR30 returned by 31 December.</p> <p>The AFT has agreed on renewal of the ACV on HP/HHP which expires in February 2021. TC will contact PCC to check the process details.</p>	<p>TC</p> <p>TC</p>
6	Events planning (ES)	No events are planned due to the coronavirus situation.	
7	Social Media Update (ES)	<p>ES reported that social media is going well.</p> <p>JL has been liaising with the club on setting up Zoom Watch parties for matches, which have been successful.</p> <p>The draws for iFollow passes have been popular. The passes are part of the Platinum Sponsorship package.</p>	
8	Communications and Marketing (CE)	<p>VP reported that the AFT has sold 10 of its 50 calendars, while the club has sold about 90 of its 150 calendars.</p> <p>JL will use with Josh regarding the other Platinum items, including the six shirts. We might include a draw for one of those shirts at the AGM.</p>	
9	Governance (KB)	Agreed to defer to the new Board.	
10	AOB	None.	
11	Date of next meeting	TC will issue a doodle for the next meeting, to be held asap after the AGM.	
12	Close of Meeting	The meeting closed at 10:50 am	

TC
1st November 2020