

Wrexham Supporters Trust – Minutes of Board Meeting

Held On: Monday, 19 November 2012, commencing at 19:30

Venue: The Wrexham Lager Club, Union Road, Wrexham

Present: Mark Williams (MW), John Mills (JM), Jenny Cantwell (JC), Anita Robinson (AR), Spencer Harris (SH), Gavin Jones (GJ), Marc Jones (MJ), Huw Davies (HD), Peter Jones (PJ)

Apologies: Tom Stanford, Terry Heath, Dave Jones, Gavin Jones

Guest: Lee Jones (LJ)

Chair: Pete Jones

1) Community Foundation

- PJ welcomed LJ to the meeting and JC introduced LJ as Manager of the Community Foundation
- LJ gave an overview of the organisation structure and status of the Community Foundation
 - Football coaching covers Wrexham, Flintshire and Denbighshire in both boys and girls coaching
 - The Foundation had been in contact with over 17,000 children in a year
 - Work is underway with local authorities to double the contact with children by introducing an educational programme
 - Projects also cover work with the Princes Trust targeted at young adults, Kick It Out Campaign, reading activities
 - The Foundation is governed by a Board of Trustees with Alan Watkin the Chair
 - Funding of over £40,000 has been accessed to support these activities
- PJ raised the issue that the Trust does not have a representative as a Trustee of the foundation
 - LJ confirmed that there is a vacancy following a Trustees meeting
 - Trustee meetings take place bi-monthly with a midday start
 - Action Trust Board to nominate a representative as a Trustee of the Racecourse Community Foundation

LJ left the meeting at 19:55

2) Matters arising and approval of minutes of Board Meeting 5th November 2012

- Outstanding actions:
 - Contact members with loan notes to offer option to convert loan notes into community shares
 - Contact member to explore the Supporters' Remembrance Day suggestion further
 - Draft business case proposal document for request of community share funding
- Matters arising:
 - HD has received advice from James Mathie regarding SMS service
 - Trust board members to complete questionnaire by next board meeting
 - HD outlined two possible projects from the 'Sustainability in Wrexham' event
 - Diary of events has been circulated to JM for publicising on the web site
- Approval of minutes:
 - Noted that there is one co-opted position available not none as stated under

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item 6 of the agenda

- Proposed as correct by SH and seconded by JM. Accepted by unanimous vote of members present at the meeting

3) Chairman's Update

- PJ gave a warm welcome MJ to his first Society Board meeting

4) Treasurer's Report

- Current funds: £370,000
- Members: 1,919, including 12 associate and 44 life memberships. 313 renewals were issued with recent news letters
- Investments in Wrexham AFC Limited: £270,000
- Total raised since formation: £763,000
- Have received a letter from Scottish Widows advising that interest rate is reducing In January to 1.5% from 1.75%
 - Due to football club cashflow projections it was proposed by MW that we continue with the Scottish Widows 7-day notice account

5) Sub group reports

a) Football club report

- SH outlined the results of the re-organisation discussions and that advertisements have been issued for the position of Commercial Sales Manager and Accounts and Ticket Officer Manager
- MW presented a Finance Review up to October 2012 – period 4
- MW confirmed that year-end accounts have been approved by the Club board and will be presented at the next Society Board meeting

b) Fundraising report

- Drop off boxes for currency, phones and toner in place at the club and Trust Shop
- 1992/93 reunion taking place on December 2nd
- WST Christmas Party scheduled for December 22nd with all acts performing FOC
- Year Book is now on sale
- Venue not available for proposed Player of the Season dinner
- Easy fundraising account has been setup

SH left the meeting at 21:30

c) Business development report

- Carried over in the absence of TH

d) Community report

- JC confirmed that a steering group is being setup to form a disabled supporters association
- Ground was audited last week by Level Playing Fields and Glyndwr are awaiting official response
- Feedback has been received from supporters to join the Community Sub Group and this is being progressed

e) Support services report

- Nothing to report

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f) Membership report

- Renewal letters have been sent out to 313 members that expired at the end of September 2012
- James Mathie of Supporters Direct is reviewing the position of members assisting with this area in terms of Data Protection

MJ left the meeting at 22:00

g) Volunteer report

- Job descriptions have been sent out with the latest newsletter with replies received for programme sellers, photographers, mascot co-ordinators and referee liaison

6) Re-structuring continued

- The meeting noted that a training session took place for board members regarding obligations of being a Director of the Society
- GJ to obtain a copy of presentation for future training requirements and for board members that could not attend
- Agenda item closed and to be removed from future agendas

7) Co-opted positions

- JC confirmed that interviews have taken place with both candidates and recommended that Keith Roberts to be co-opted to fulfill the position of Treasurer to be vacated at a future date by MW
 - GJ to contact both candidates and invite Keith Roberts to next Board Meeting
 - MW to arrange hand over
- Two applications have been received for the position of Secretary
 - Second interview to be conducted
- One application has been received for the Community position
 - Carried over to next meeting as no closing date was stated in the member's briefing

8) Football Club Board Position

- PJ to confirmed that one candidate has withdrawn from the process leaving JM as the only candidate
- PJ proposed that JM join the football club board subject to the Football Associations' Owners and Directors' Test. Seconded by HD. Vote: For 7, Against 0, Abstentions 2

9) Any other business

- Away travel policy for postponements: PJ to review club charter to incorporate a policy for away travel postponements
- Election Policy: The board noted concerns in the Election process that we have been supervising and agreed to incorporate changes into our election policy regarding referring to other candidates in their election statements
- Minutes at member's meetings: The board noted the concerns raised by a member at a recent meeting regarding taking minutes. The board felt that as no official decisions can be taken at member's meetings that minutes should not be taken like at an AGM but a summary would be distributed within seven days of the meeting having taken place via the InTouch system
- FC United of Manchester friendly invitation: Any decision subject to club manager and safety committee decision
- Yahoo! Group: Due to us reaching our storage limit it was agreed for JM to submit details of project site he has setup to migrate over to as a board communication tool

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There being no further business the meeting was closed by PJ at 22:20

Date and venue of next meeting:

Next meeting to be held on Monday, 3rd December 2012 at Wrexham Lager Club, Union Road, Wrexham, commencing at 7:30pm

Summary of actions:

No	Action	Who
1	Contact members with loan notes to offer option to convert loan notes into community shares	DJ/MW
2	Include on volunteers list for a health and safety representative in the forthcoming newsletter	PJ
3	Contact member to explore the Supporters' Remembrance Day suggestion further	TS/JC
4	Clarify positions of candidates for a final decision to be made at next board meeting	PJ
5	Provide proposal for away travel cancellation policy	PJ
6	Complete profile questionnaires for website	All
7	Contact candidates who applied for position of Treasurer	GJ
8	Conduct second interview for the position of Secretary	GJ
9	Obtain copy of presentation for future training requirements	GJ
10	Review club charter for away travel cancellation policy	PJ