

**Exeter City AFC Supporters Society Ltd****Trust Board Meeting Minutes Part A****Meeting held in Trust Suite****Date: Monday 20<sup>th</sup> June****Trustees present:** Nick Hawker, Nick Edwards, Julen Beer, Mark Cordell, Elaine Davis, Clive Harrison, Doug Gillard, Richard Knight.**Apologies:** Will Barrett, Pete Ferlie, Neil Le Milliere, Kayleigh Jade West.**Officers Present:** Steve Chudley (Finance Officer), Phil Burden (Secretary).**Apologies:** Pete Cordwell, Celia Lowman.**Part B Summary**

Under Part B of the Trust Board meeting, the Trust Board:

1. Received Feedback from Club Board Directors on the recent Club Board.
2. Indicatively approved the Club Budget.

**Approval of minutes from May meeting**

Approval of Part A minutes was proposed by Elaine Davis, seconded by Mark Cordell.

The minutes were approved with one abstention.

**Matters Arising**

Damage bill from Newport County. This ended up being £4k. We were going to publicise this fact.

Kenneford Farms. They are likely to be offered the Fan Zone spot again on different terms.

Cross Country Trains. Finally responded to the Trust Chair and meeting to be arranged.

Overdue Member Payments. Final requests will be made to the last tranche of members who's Trust Membership has lapsed will be made this week. We are down to 366 lapsed members.

Arrangements will be made to state that priority ticketing is on a one member one ticket basis.

Richard Knight noted that the St James Community Trust has a new website and email.

## **Update of Part A matters from Chair. 20220620 – TB Meeting Pack.pdf. P.12**

The Chair noted he is doing a podcast with Fair Game on Friday 24<sup>th</sup> June.

### **Election of Trust Directors to the Club Board**

The timing of election of Trustees as Club Board Directors has changed from November in previous years. This was for two reasons. Firstly the term of office is more closely aligned with the football season and secondly Trustees newly elected to the Trust Board were expected to vote for a Trustee as Club Board Directors when they may not even know the individual or have any basis to make a judgement.

This year there are two positions available on the Club Board, currently held by Elaine Davis and Clive Harrison. The Chair asked if there were any new volunteers. There were not. The Chair asked Elaine and Clive if they were willing to put themselves forward again and they both confirmed they were.

The Chair noted that the Trust Board had instigated a formal process of performance review for Trustees appointed as Club Board Directors for the first time this year. He had received the results of these reviews and discussed them with Elaine and Clive. They were both quite different.

This first attempt at performance review was viewed as positive however the process will need looking at to better understand what the Trust is expecting and therefore the results would not be tabled. Performance appraisal is still valid and going forward it is important to understand what is expected from Trust nominated Club Board Directors and the method to hold individuals to account for their performance.

It was noted that appointments were for a year however Elaine Davis will reach nine consecutive years on the Trust Board at the next Trust AGM and will be unable to stand for election as a Trustee at that point.

The Chair proposed the re-election of Elaine Davis and Clive Harrison as Trust nominated Club Board Directors. Both were elected unanimously.

It was noted that other the appointment of other Club Board Directors has historically been on a three year basis. Under the articles of association the Trust can appoint and dismiss Club Board Directors as required and at any time. There is an aim to reduce the size of the Club Board, both David Clough and Keith Mason are leaving. How this will work with the currently stated aim of parity of numbers of directors has to be resolved.

### **Other Part A Business**

Cliff Hill Update. Work on the foundations and drainage has commenced. Work will go quiet whilst the building modules are manufactured off site. There was a discussion about new gates and signs for the site.

### **Approval of the Trust Budget**

The Trust Budget was circulated with the meeting pack. Steve Chudley noted that the budget only looks at expenditure and not revenue. The budget presented results in a small

surplus. There is a fair degree of overlap between Working Group budgets. The Trust Budget was approved unanimously.

## **Trust Legacies**

Steve Chudley and Jed Penberthy are working on some content and design for the Trust website to provide information to those who may be considering leaving the Trust a legacy in their will.

## **Working Group Updates**

### Community Group

A South West Trust Meeting was held last week, minutes within the pack. We have added Swindon Town to the group.

### Communications Group

A communications strategy for the year was circulated in advance of the meeting.

### Ownership and Members Working Group 20220620 – TB Meeting Pack.pdf. P.23

Work on a membership drive is continuing with strong support from the club. Richard Knight, Julen Beer and Jonathan Hart will co-ordinate the approach.

By the end of the week the final reconciliation of lapsed members and an update to Spektrix will be completed. The Trust access database is considered the master membership record.

### Trust Finance Group 20220620 – TB Meeting Pack.pdf. P.18

The TFG largely discussed the Club and Trust Budgets which were discussed earlier.

There was discussion on how revenue from member produced Trust Merchandise, such as snoods was dealt with and also the need for the Trust to approve all merchandise produced on its behalf.

It was noted that currently the Club's arrangement with the Terrace has ceased. This is primarily due to the expiry of our contract. The club is looking at our relationship going forward and how it might work for both parties.

## **Any Other Business**

The Chair reported he had been providing assistance to Sterling Albion where although the Trust was the majority shareholder they were having issues with the Club Board.

It was noted that we should have the Trust Office open for the Family Fan Day.

Richard Knight asked about the next joint Club/Trust board. The Chair commented that this will take place before the Trust AGM.

Richard Knight also asked about the Decisions and Actions Log from the Club Board. The Chair reported that this has been replaced by formal board minutes but that salient point summary could be produced.

On behalf of Jed Penberthy the Trust's approach to the Big Step Campaign was raised. This needs more discussion and will added to next month's agenda.

**Date of next meeting:**

Monday 18<sup>th</sup> July 2022 at 18:00.