

## **SWFC Trust Board 21 June 2021**

Present: Steve Walmsley, Gary Slinn, Jenni Smith, Matt Millward, Tom Scott, Nick Hopewell, Chris MacDonald, John Dyson.

Apologies: James Silverwood, Paul Smith.

**Draft Minutes** of 9 June 2021 were approved as a correct record.

### **Matters Arising**

- Members Survey had been closed on 19 June. Agreed that Matt would check and delete multiple entries etc so that first entry only counts and delete non-member entries. **MM**
- Paul to be asked to translate outputs into pie-charts. **PS.**
- Jenni to draft a blog on the outputs from the survey to help set out how the outputs can be used to shape Trust activity. **JSm**

### **Trust Secretary Arrangements**

Steve had circulated a paper on Trust Secretarial arrangements geared towards ensuring we had round the year attendance at Trust Board meetings and the AGM. The proposals were agreed:

- Steve to be Secretary for the AGM as agreed with FSA.
- To create a new role of Associate Secretary to provide cover and support for the Society Secretary and appoint Paul Smith to that role.
- To recruit to the Society Secretary position after the AGM has taken place on 14<sup>th</sup> July.

### **Agenda for the AGM**

A draft agenda had been circulated for consideration. This was agreed subject to adding explanatory text around certain items.

### **Post AGM Meeting Arrangements**

Board noted that the AGM is a bit 'dry' and we need some more interesting items once the formal AGM business has been completed. We agreed:

- To approach Brian Laws, Mike McCarthy, Nancy Frostick and Steve Chu as possible panel members for a Q&A session on SWFC matters. **James to contact Brian, Steve – Mike and Nancy, and Jenni – Steve Chu.**
- To hold a discussion focussed on the survey results and the blog being drafted by Jenni.
- Board agreed not place any Board Resolutions on the AGM agenda.

### **Proposed Partial Rule Changes for AGM Decision**

A report had been circulated to report the need for two proposed rule changes to address errors in the current rules of the Society. The recommendations were agreed:

- Rule change to be presented to the AGM for decision **SW.**
- An online poll of members to take place in advance of the AGM and the outputs of that to be added to the voting at the AGM (assuming it is quorate) to determine the decision in accordance with rule requirements. **SW**

### **Annual Report for AGM**

A draft annual report had been circulated. Board officers to send their respective content for inclusion. **CM, JSm/TS, GS, SW, JD, JS**

### **Board Decision Making and Communications Processes**

In the light of recent experiences, the board discussed learning and practical actions for the future. It was agreed:

- Information in the WhatsApp groups can be overwhelming at times and there was a risk of missing important and urgent matters. We need to apply a discipline of right subject in the right group. **ALL**
- Establish a new group for urgent matters so that it will be quickly possible to identify urgent matters that board members need to address. **SW/JS**
- Protocol to be drafted on the above. **SW.**
- We need to plan ahead for, and reflect on, communications actions on Trust business so that we have thought it through, and it is easier to plan communications activity. **ALL**

### **Use and Support for Trust Volunteers**

Board agreed that more effective use of volunteers eg support roles for Board Officers would be helpful generally and with the issues above. Agreed that it might be useful to establish a Board role that had the responsibility for co-ordinating, communicating with and supporting the volunteers. We also need to develop clear messages for volunteers on what the structure is, decision making processes and how they can play a role. Jenni to draft a paper on this. **JSm**

### **20/21 Season Ticket Refunds**

Board discussed the recent communications and social media around this. Board wanted to strike the balance between supporting Trust members who may have a legitimate case to press with the club and the Trust not taking or advocating legal action against the club. We agreed that the club is on the wrong side of this given the small number of people there maybe. It was agreed:

- We will share the information from the Trust member "Jamie" on a confidential basis with Trust members only. That will be on the basis of a specific request from the Trust member concerned and we will request no sharing on social media.
- The Trust will not openly publish the information.
- We will apply clear caveats as regards the Trust is not providing legal advice etc.

### **Board Officer Issues for Decision**

- Email 'audience' system to be set up for monthly emails re membership renewals **TS/JD.**
- Review content on "Next Door" App re Hillsborough and comments re stadium and ACV **TS**

### **AOB**

Jenni had placed some information on personal resilience in the Google Drive under Personal Development. It might be assistance to Board members.

### **Next Meeting**

Agreed to next meeting to be after the AGM on Tuesday 20 July at 7.15pm **SW**

