

Sheffield Wednesday Supporters Trust

Minutes Trust Board Meeting

Virtual Meeting

7:00pm 26th May 2020

Present: Steve Walmsley (SW), Ian Brandwood (IB), James Silverwood (JS), Tom Scott (TS), Jenni Smith (JSm), Tom Hocking (TH)

		Action
1.0	Minutes of the last meeting The notes of the Board Meeting on 5 th May 2020 were approved as a correct record	
2.0	Matters Arising	
2.1	Tom S will be doing the work to assess website arrangements to support on-line membership systems this weekend and will update after then.	TS
2.2	SW has been in contact with SODA and is awaiting a response	SW
2.3	Steve awaiting dates from Deborah Dilworth at FSA for her to attend a remote Board meeting to discuss Board Development	SW
2.4	James to pursue involving a particular person in work around ideas for better club engagement with fans and community. Tom S has reviewed FAQ's on website	JS
2.5	On-Line bank account application has been submitted and hard copy forms received. Agreed to include following in the minutes to satisfy Yorkshire Bank requirements: To Clydesdale Bank PLC. We authorise and request you to issue a Debit Mastercard(withdraw cash from ATM/make payment to suppliers for goods and services) to Stephen Walmsley ("the Cardholder") and debit to our account all card transactions made using this card by the cardholder even if this has the effect of causing Unplanned Borrowing, or increasing an Unplanned Borrowing Facility on the account. This authority shall apply until you receive written notice from	

	us to the contrary and the relevant card has been returned to you. Etc, etc in accordance with the appropriate mandate.	SW
2.6	The Communications and Engagement Strategy will be amended by Tom H and the sub-group and re-circulated for approval at the next Board meeting.	TH
2.7	SW to make contact with Matt E and broker a connection for the Comms and Engagement sub-group	SW
3.0	Trust Strategy	
3.1	Following the discussion at the last meeting the second iteration of the Strategy was discussed, it was agreed to amend the first and fourth points under Theme Three.	SW
4.0	Establishing an Advisory Panel	
4.1	The former player is keen to pursue matters when the current limitations on in-person meetings have been lifted. In the mean time he is happy to assist with commenting on any football related proposals we may have. We will approach him to try to broker contacts with any media savvy ex-players who might be able to help with the on-line launch by providing quotes and possible videos etc. We will pursue the establishment of the Advisory Panel at the earliest opportune moment.	JS
5.0	Communications and Engagement Strategy	
5.1	Content had now been agreed. Final sign-off of written document at next Board meeting but the sub-group can now implement the Strategy	TH/JSm
5.2	Board need to re-visit Appointment of Spokespeople issue at some point.	SW
6.0	Fans Survey	

6.1	Tom H had circulated a draft and content was agreed. It was agreed to place it on Owlstalk as TH had proposed.	TH
7.0	Letter to SWFC	
7.1	A draft letter to SWFC to try to open up dialogue with the club had been circulated. One paragraph to be amended in light of the discussion. Letter to go to DC asap with a copy to TB.	IB
8.0	Appointment of Treasurer	
8.1	We will continue to try to recruit a person to the role but until we do SW to continue to carry out the role temporarily. Ian B volunteered to help with drafting a budget. If recruitment not possible we will discuss with FSA how we might be able to build capacity	SW
8.2	Review of Progress re Action Plan Good progress being made against the Plan. No further amendment needed at this stage. Full Launch Event is on-hold until lock-down arrangements allow.	SW
9.0	Plan for On-line Launch	
9.1	Given the current football circumstances generally, and those that may possibly affect SWFC, it was agreed that an early on-line launch of the Trust (in approx. 4 weeks-time) was needed. To put this into place we need: <ul style="list-style-type: none"> ● to be able to recruit members on-line and Tom S is working on this. ● We need to draft a budget predicated on membership subscriptions of £5 per annum. ● Once the bank account is open Board members can make individual decisions on whether they wish to support the Trust financially until membership income arrives. ● Communications sub-group need to design the launch and recruit former players etc 	Tom S SW/IB All TH/JSm/ JS/TS
10.0		
10.1	Any Other Business	
		SW

10.2	Seek advice from FSA and other Trusts and how decisions outside board meetings are made – delegations/sub-committees etc	SW
11.0	Seek advice from FSA on how Community Shares investment works in practice. Next Board Meeting	
	It was agreed the next meeting needs to take place asap after the Comms Sub-Group has met to plan the on-line launch. SW to liaise with Sub-Group and then Board members to agree an early date.	SW