



Board Meeting (virtual)

MINUTES

7:00pm – 16 November 2022

Present: Ian Bennett (IB), Nick Hopewell (NH), David Lee (DL), Matthew Millward (MM), Richard Marsh (RM), Paul Smith (PS), Miranda Clark (MC).

Apologies: Tom Scott (TS), Victoria Shin (VS), Gary Slinn (GS), Robert Moore (RMo), Neil Seepujak (NS)

Minute		Action
1.0	<p>Minutes on the previous meeting</p> <p>The Minutes of the previous meeting held on 19 October 2022 were approved.</p>	
2.0	<p>Action log</p> <p>The status of the various actions was noted.</p>	
3.0	<p>Board roles</p> <p>The latest version of the Board roles document was approved.</p> <p>It was noted that in the New Year, IB is to follow up with Gavin Henderson (an ex-solicitor with Irwin Mitcahell) regarding his interest in joining the Board.</p> <p>PS is to create a Conflicts of Interests document to record any conflicts relating to Board members.</p>	<p>IB</p> <p>PS</p>
4.0	<p>Aims</p> <p>The revised Aims were approved. TS is to arrange for the revised Aims to be loaded to the Trust's website.</p>	TS
5.0	<p>Treasurer's update</p> <p>MM provided the following details:</p> <ul style="list-style-type: none"> - Income for October was £300. We had 30 members renew. - IT expenses were £92. Admin expenses were £21. 	

	<ul style="list-style-type: none"> - The surplus for the month was £172. - Cash balance is £9,606 - Stock is £151 which relate to the badges. - As of the end of October, we had 605 members, which is down from 694 members at the start of the financial year. It was noted that 13 members renewed their membership during October. <p>MM is to liaise with DL to arrange for pin badges to be issued to members as appropriate.</p> <p>It was noted that TS had proposed the use of a Social Media Monitoring Tool for the cost of £35 per month via his own company, Little Mesters. The conflict was noted. MM was asked to obtain an alternative quote for comparison purposes.</p>	<p>MM / DL</p> <p>MM</p>
6.0	<p>FSA Liaison update</p> <p>RM stated that he will circulate emails from the FSA regarding the Fan Led Review as and when appropriate.</p>	
7.0	<p>Community update</p> <p><i>Donation to S6 food bank</i></p> <ul style="list-style-type: none"> ● It was suggested that a donation could be made to contribute towards the food bank's appeal for funds. ● A donation of £250 was approved. ● MM is to contact the S6 foodbank to ask how they would prefer to receive the donation (i.e. in one lump sum amount or regular payments). <p><i>Regular charity donations</i></p> <ul style="list-style-type: none"> ● It was suggested that the Trust should make regular donations to local charities. ● MM is to identify a few local charities, with a view to asking members to vote for their preferred charity to receive regular donations from the Trust in 2023. 	<p>MM</p> <p>MM</p>
8.0	<p>Diversity and inclusion update</p> <p>DL stated that he would like to reach out to David Blunkett and Roy Hattersley for some guidance regarding diversity and inclusion. DL is to liaise with PS regarding a letter in this respect.</p> <p>In addition, it was suggested that it might be helpful to contact the local Universities to see if they can provide any helpful EDI information and / or ideas.</p>	<p>DL</p>
9.0	<p>Communications</p> <p>It was noted that the member update was issued at 7pm on 16 November 2022. TS is to arrange for this to be uploaded to the website.</p>	<p>TS</p>

10.0	Any Other business Ian Bennett is to consider what events the Trust could run or get involved with, including the possibility of running such events at Hillsborough.	IB
11.0	Date & Time of Next Meeting PS is to obtain availability of Board Members and co-optees via Doodle Poll for a meeting in early December. The meeting ended at 8:10pm.	PS