



## Board Meeting (virtual)

### MINUTES

7:30pm – 6 December 2022

**Present:** Ian Bennett (IB), Matthew Millward (MM), Tom Scott (TS), David Lee (DL), Richard Marsh (RM), Paul Smith (PS), Gary Slinn (GS), Neil Seepujak (NS), Robert Moore (RMO)

**Apologies:** Nick Hopewell (NH), Miranda Clark (MC), Victoria Shin (VS)

Minute		Action
1.0	<p><b>Minutes of the previous meeting</b></p> <p>The Minutes of the previous meeting held on 16 November 2022 were approved.</p>	
2.0	<p><b>Action log</b></p> <p>The status of the various actions was noted.</p>	
3.0	<p><b>Chair's update</b></p> <p>IB stated that he is looking to organise a social "Evening With..." charity event, with a former player as main speaker (e.g. Chris Waddle), and to hire a room at Hillsborough for this.</p>	IB
4.0	<p><b>Treasurer's update</b></p> <p>MM is to circulate the November financial update shortly.</p> <p>MM reported that the previously agreed £250 donation has been made to the S6 food bank. This amount will show up in the December financial update.</p> <p>It was noted that MM is to liaise with TS regarding the requirements of a Social Media Monitoring Tool, to market test the cost quoted by Little Mesters.</p> <p>It was noted that MM will provide DL with a list of members so that pin badges can be issued to relevant members.</p>	<p>MM</p> <p>MM</p> <p>MM</p>

5.0	<p><b>FSA Liaison update</b></p> <p>It was agreed for RM to draft a press release regarding the Fan Led Review and to run the draft past the FSA for comment. The draft press release is to be included on the next meeting agenda.</p>	RM
6.0	<p><b>Community update</b></p> <p>It was noted that the murals Working Group is to re-convene early in the New Year.</p>	TS
7.0	<p><b>Diversity and inclusion update</b></p> <p>GS stated that he will contact Liam Dooley (Chief Operating Officer at SWFC) and SWFC Ladies again in the New Year.</p> <p>DL proposed an approach regarding contacting David Blunkett and Roy Hattersley, which was agreed. PS offered to draft a letter in this respect.</p>	GS PS
8.0	<p><b>Communications</b></p> <p>NS stated that he will bring a proposal to the next meeting regarding a communications strategy, to include frequency of communications, use of social media and approval process for release of any communications from the Trust.</p> <p>The following subjects for social media releases in the near future and early New Year were mentioned:</p> <ul style="list-style-type: none"> <li>- New Board members</li> <li>- S6 food bank donation</li> <li>- Fan Led Review</li> <li>- Charity partners</li> <li>- Murals</li> </ul> <p>TS is to compile a list of usernames / passwords for the Trust's various online accounts and social media.</p> <p>PS is to provide Alex Miller's contact details to IB, with a view to building up the Trust's profile with the press.</p>	NS  TS PS
9.0	<p><b>Any Other business</b></p> <p>PS is to contact Steve Walmsley to obtain contact details for members of the Advisory Panel, with a view to inviting a panel member to each future Board meeting.</p> <p>MM proposed that Trust members could be invited to Board meetings to ask questions, help generate ideas and get some interaction from members. As a 'starter for ten', IB is to invite a member he knows to the next Board meeting.</p>	PS  IB

<b>10.0</b>	<b>Date &amp; Time of Next Meeting</b>  PS is to obtain availability of Board Members and co-optees via Doodle Poll for a meeting in January.  The meeting ended at 8:20pm.	PS
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