



Board Meeting (virtual)

MINUTES

8pm – 7 February 2024

Present: Ian Bennett (IB), Paul Smith (PS), Peter Bradbury (PB), Richard Marsh (RM), David Lee (DL), Phiroze Mackenzie (PM), Tom Scott (TS), Neil Seepujak (NS)

Apologies: None

Minute		Action
1.0	<p>Minutes of previous meetings</p> <p>The Minutes from the Board meeting held on 17 January 2024 were approved. PS is to send the Minutes to TS for loading to the website.</p>	PS
2.0	<p>Action log</p> <p>The Action log was noted and that all 'in progress' and 'outstanding' actions were to be covered by later agenda items.</p>	
3.0	<p>Chair's update</p> <p>IB stated that his updates would be covered during later agenda items.</p>	
4.0	<p>Secretary's update</p> <p>IB provided details of his conflicts during the meeting; PS is to update the Conflicts Register accordingly.</p> <p>The Director Training Log was noted. PS reminded the Directors that the FSA's online Core Training modules recommence later in February.</p>	PS
5.0	<p>FSA update</p> <p>The following items were discussed:</p> <p><i>Umbrella fans group:</i> PM stated that a meeting is due to take place tomorrow (i.e. 8 February 2024) to explore the possibility of forming an umbrella fans group and that both Jane Hughes (EFL Network Manager, FSA) and Clive Betts MP are due to attend.</p> <p><i>Post meeting note:</i> the meeting was cancelled due to snow and re-scheduled for March 2024.</p> <p><i>Financial planning group:</i> PS stated that the next meeting of this group is scheduled for 20 February 2024.</p>	

	<p>Safety Advisory Group (SAG): RM reported that the next meeting of the SAG is in March 2024. A short discussion took place regarding the structural aspects of the Hillsborough stadium, and it was noted that significant work is likely to be needed in c5 to 10 years time (e.g. Leppings Lane end, North Stand remediation, South Stand wood structure). PS is to raise this as a possible item for consideration by the Financial planning group. It was noted that the Safety Certificate is reviewed by the City Council after every match at Hillsborough.</p>	PS
6.0	<p>Communications update</p> <p>Update to Members / Associates: the draft email was approved, subject to any additional items coming out of the Umbrella fans group meeting on 8 February 2024. PS is to arrange for the email to be issued.</p> <p>NS mentioned the payment of season tickets by credit card / PayPal and whether it would be helpful to provide members with information regarding protection via the Consumer Credit Act. NS is to provide some wording in this respect.</p> <p>List of leavers: PB reported that he has put together a list of 116 “ex-members” who have an email address. PB is to continue building the list as and when members leave the Trust. A brief discussion took place regarding what to do with the list (e.g. converting “ex-members” in to Associates of the Trust), noting that there are data protection requirements to consider. IB offered to draft a proposal regarding membership rates for consideration at the next AGM.</p> <p>New member addresses: PB stated that the new member addresses list is up-to-date and has been sent to DL for distribution of member pin badges. PB stated that no monies are coming through on Stripe; TS is to look at when the last member joined and inform PB.</p> <p>Website – member log-in area: a short discussion took place regarding the functionality of a member log-in area. Suggestions included polls, management of own account (e.g. update to contact details), switching from Member to Associate, reducing / increasing payments, selling of merchandise. TS is to arrange for this to be developed, with initial focus on the account management aspect.</p>	PS NS IB TS TS
7.0	<p>Community update</p> <p>Home match day stall: it was noted that DL and IB are targeting the home match on 29 March 2024 v Swansea City for the inaugural outing of the match day stall. DL reported that there will be an estimated 250 scarfs on the stall to give away. PM suggested that balloons also ought to be on the stall.</p> <p>‘Evening With...’ event: IB reported that he had a costing of £500 via John Green for an ex-player plus other entertainment for any evening in the week from Monday to Thursday. It was noted that the venue hire is free of charge. IB is to firm up date. PM proposed that membership of the Trust could be promoted at the event.</p>	IB

<p>8.0</p>	<p>Treasurer's update</p> <p>PB provided the following updates regarding January 2024:</p> <ul style="list-style-type: none"> • Income was £209; costs were £97. • Cash balances totalled £11,779 at month end. • There were 490 members at month end, with one new member and 14 leavers. <p>A short discussion took place regarding the issuing of an email to leavers (or "ex-members"). It was agreed for PB to send an email to the 116 "ex-members" to state that, based on guidance from the FSA, the Trust considers individuals who have paid a fee to the Trust to still be members (even if they subsequently stop paying an annual fee), and for those individuals to contact the Trust if they do not wish to still be a member.</p> <p>PB mentioned that grant funding is available for Supporters' Trusts as possible source of income for specific purposes.</p> <p>A draft version of the 2024-25 budget was discussed. Following some feedback on member numbers (e.g. 250 per year) and other items (e.g. community activities and donations), PB is to update the budget.</p> <p>IB reported that his contact requires further information about the Independent Examination. PB is to send an email to IB in this respect.</p>	<p>PB</p> <p>PB</p> <p>PB</p>
<p>9.0</p>	<p>Diversity & Inclusion update</p> <p>Neurodiverse training for stewards: RM stated that the Club is enthusiastic regarding this proposal and wish to give the training (from the Starling charity) to 30 'lead' stewards initially and before the end of the 2023-24 football season. The training would be in two stages: 1. Principles and 2. Providing real experiences from neurodiverse fans.</p> <p>Principles of being an inclusive Club: RM stated that he is waiting for Tom Finn to provide his availability for a meeting.</p>	
<p>10.0</p>	<p>AOB</p> <p>A lengthy discussion took place regarding the planned leaflet protest by The 1867 Group at the upcoming home match v Birmingham City on 9 February 2024. In short, it was agreed to support the protest and PS is to draft a statement for publishing on the Trust's website.</p>	<p>PS</p>
<p>11.0</p>	<p>Next meeting</p> <p>It was agreed to hold the next meeting via Zoom on Tuesday 12 March 2024 at 8pm.</p> <p>The meeting closed at 10:20pm.</p>	